

**WOBURN SCHOOL COMMITTEE
REGULAR MEETING
November 12, 2019**

A Regular Meeting of the Woburn School Committee was held on November 12, 2019 at the Joyce Middle School Conference Room, 55 Locust Street, Woburn, MA beginning at 7:00pm.

There was a moment of silence for two former educators: Mr. James Smith and Mr. Bernie Harkins.

ROLL CALL

Ms. Chisholm-Present, Ms. Crowley-Present, Mr. Demers-Present, Mr. Kisiel-Present, Mr. Metters-Present, Dr. Wells-Present, Chairman Mulrenan-Present.

APPROVAL OF RECORDS

A motion was made to approve 10.30.19 SC Minutes.
Motion was seconded, all in favor. Motion passed 7-0.

STUDENT REPRESENTATIVE REPORT

Representative Madeline Urban was present to report.

The swim team placed 15th in sectionals and select swimmers will be moving onto states.

Fall sports are coming to a close and winter sports will start soon. November 12th was the first day this year for the Spanish Honor Society tutoring sessions after school. They will be held every Tuesday for students who need help.

The WMHS Job fair was held this past weekend; over 20 employers were in attendance.

Term I came to a close on 11/8. Report cards will be posted on 11/18.

Numerous seniors were awarded the Adams Scholarship for performance on state tests during their high school years. Letters were sent home to these students last week and a press release will be sent to local newspapers this week. The WMHS band performed in the Veteran's Day parade over the weekend, and they did a wonderful job. WMHS students supported the Mayor's Senior Dinner two weeks ago. This event ran smoothly and students were complimented for their assistance. Parent Teacher Conferences will take place on 11/20 from 6:00 – 8:00 PM. AP students in Math, Science and English continue to participate in Saturday sessions. Students are getting excited for student activities such as the pep rally and homecoming dance.

SPIRIT WEEK SCHEDULE 2019

Tuesday, November 19th - Blue Out for Survive the Drive/LEARN

Wednesday, November 20th - Way Back Wednesday (throw back to your favorite decade)

Thursday, November 21st - Jersday (wear your favorite sports team jersey)

Friday, November 22nd - Pajama Day

Monday, November 25th - Music Monday (wear a concert tee or dress as your favorite singer)

Tuesday, November 26th - TIKI Tuesday

Wednesday, November 27th - Pep Rally - 9th grade White, 10th grade Black, 11th grade Orange, 12th grade Black, Orange and White

Dr. Wells asked for the number of John and Abigail Adams Scholarship recipients. Ms. Urban said she would bring that number to the next meeting.

CITIZEN PARTICIPATION

There were none.

CITY COUNCIL LIAISON

Mr. Concannon was not present.

REPORTS/ PRESENTATION OF SUPERINTENDENT & STAFF

NORTH SUBURBAN YMCA

Dr. Crowley introduced Mr. Joe Connelly, Executive Director, and Ms. Ailene Ricketson, Director of Child Development. Mr. Connelly has been with the North Suburban YMCA for 8 months. Mr. Connelly began by saying he wanted to attend tonight's meeting to introduce himself to the school community and talk about their openness with the community and the great things they are doing together and to let people know they can do more. Dr. Crowley was credited with being part of their first middle school cross-country team, and 31 students took advantage of that. One of our Woburn grade 6 students was sixth in the state. Ms. Ricketson went on to talk about the Power Scholar Program that was offered this past summer. This learning experience blends academics with enrichment, social-emotional skill development and community engagement. Enrichment courses are designed to foster critical 21st Century skills like teamwork and leadership, increase self-confidence and expose scholars to new subjects, opportunities and career paths. They just wrapped up summer #3 with the Power Scholar Program. They look at students who are right on the cusp at the end of the school year and how they can set them up for success when they return to school in the fall. Instead of going to a traditional summer school where children attend for 3 hours a day with this program model the YMCA is able to offer an

8 -10 hour day blending academics, enrichment programs, physical activity and social-emotional support over a 5-week span. Woburn students who participated in this program gained half a month in their reading skills when they returned to school in the fall.

Predominantly they are serving student's 2nd — 4th grade but this model can be molded to meet the needs of other grades. Ms. Ricketson is looking forward to Summer 2020. Mr. Connelly touched based on the Woburn branch level; they have their first WMHS student liaison. He is excited to hear what the youth are interested in. There are 15 high school students involved in

the Youth and Government program. 257 high school teens attended the summer program. Any high school student aged 13-19 can get a free membership for the summer months. They are really trying to partner with the community. Mr. Connelly attended the job fair that was held at WMHS; 70 students signed up for a job interest with the YMCA. The YMCA currently runs programs at three of our schools: Joyce Middle School, Altavesta Elementary and Malcolm White Elementary. Currently, there are 150 students between the 3 schools, 82 of those students are from Woburn. The after school program proves to be a whole child model. The students engage in after school with homework support, a healthy snack and STEM. Summer programs are offered at the YMCA and at the Malcolm White. Two of their staff participated in the TCIS training with Woburn teachers this past spring. These two staff members are now training with the YMCA Woburn Director Team.

Dr. Wells asked for the number of Woburn students participating in the Power Scholar program. Ms. Ricketson said that in partnership with Dr. Crowley, they prioritized it to be just the Woburn students. They set up meetings with each elementary principal and identify students who would benefit. They also do not want costs to be a barrier. She mentioned they have students from every single elementary school attending.

Dr. Wells asked for a description of the International Learning Center.

Mr. Connelly said they currently have 120 students participating in the International Learning Center. Dr. Baldassarre responded that there are 300 students on the waiting list.

Dr. Wells asked about the colleges they are partnering with.

Ms. Ricketson said part of the Power Scholar program is college readiness; letting the students know that college is attainable. They see different college banners hanging. College admissions staff is there to answer questions.

Ms. Crowley asked about the cost of after-school programs.

Ms. Ricketson said they never want cost to be a barrier. Five days a week would cost \$120.00. Three days a week would cost \$90. Many families pay on a sliding scale. They offer vouchers and subsidies. They want to make this affordable for families. They sit down with their families and talk about the financial assistance they have to offer and from there look at the sliding scale. If that number is still high, they will try to work with them to offer 50% access or financial assistance.

If school is closed due to a snow day, students will go to the branch and care is provided. Ms. Crowley commented that having an after-school program that accepts vouchers is valuable. Ms. Ricketson commented that they not only accept them but also provide them.

Ms. Crowley asked about the vision for intergenerational programming at the Woburn Senior Center. Mr. Connelly met with the director of the senior center, and they discussed doing as much collaboration as they could. They talked about having 3 game day backyard barbecues where they will be taking some kids from the summer program and bussing them over to the senior center, throwing grills in the back of his truck, cooking lunch for the seniors and the kids

and having casual outdoor games to start forming relationships. This is a starting point and Mr. Connelly is hopeful for growth from there.

You can find information about the YMCA at ymca.org.

Mr. Metters commented on the growing EL population. With the alignment we have with the YMCA, it is a great benefit. Our community is served better, and he wants to encourage us to keep the momentum going.

Dr. Crowley said it has been and continues to be a great partnership. The fabric is to take care of our kids, whether it is in school or outside of school.

Chairman Mulrenan thanked our administration for getting together and forming a partnership with the YMCA.

TRUANT OFFICERS

School Attendance Officers Mr. Mike Pandolph and Mr. Bob McCarthy were present to update the school committee on attendance patterns and issues in the district.

Dr. Crowley introduced our truant officers and commented that our high needs population is over 40% in Woburn and getting kids to school is not always easy. We're only as good educating kids as when they are in the classroom.

Mr. Pandolph began by stating this is his 5th year as our school attendance officer. The makeup of Woburn Public Schools has changed. He has visited over 200 homes. This is a result of a child not being in school and the parent has not called them in. Unfortunately in some cultures, education is not a primary concern. Some parents have to leave for work as early as 6:00 AM. If the parent is not there the child does not get to school. He has done residency checks and found families living in basements or attics. Some families do not want to be found and do not want to be put in the spotlight of their child not getting to school. Mr. Pandolph feels he and Mr. McCarthy are doing a good job getting children to school. They have had good feedback from some parents. Parents are encouraged to get their child to school. The language issue is difficult. Using the technology from the iPhone has been helpful with the language barrier. Sometimes you get repeaters and you have to peel the onion back a little bit more to try to find out what is going on. Mr. McCarthy has gotten feedback from some of our school and the attendance rates are going up. Both truant officers have great relationships with the schools. The accountability measure is the way to go.

Mr. Pandolph is trying to nip it in the bud at the elementary level. He is trying to get those families to get their attendance rate up. Some have been successful, some have not. If parents are not on board it makes the situation more difficult.

Dr. Wells asked if they collect data that can be used by the school department. Mr. Pandolph said they keep a daily log of the homes they visit and report back to the secretary to let them know why that student is not in school. One time a grade 6 student was home babysitting a younger sibling. They are in constant communication with the secretary and principal.

Dr. Crowley stated the information is given to secretaries and they can run a student report on the number of days a student has been out. This is a way they can be proactive. Mr. Pandolph told the committee that other cities and towns are amazed at how Woburn handles their daily truancy. We are ahead of the curve as far as being proactive. A lot of cities and towns do not send attendance officers to the home on a daily basis.

Dr. Wells asked administration for the attendance rates.

He also asked to make sure communication from the truant officer to the secretary is getting to the principal as well.

Ms. Chisholm wanted to know of the reasons kids are not getting to school. One year a student from Brazil did not have a winter coat. Is this still a problem? If so the city would help out.

Mr. Pandolph responded by saying a lot of it is culturally. A lot of parents are working hard. Education is not a priority. They expect their son or daughter will enter the workforce when they get of age. Many of the families do not want to divulge a lot of information. Ms. Chisholm commented a six grader watching a 3 year old is against the law.

Mr. McCarthy said each call is case by case and they make that assessment on the spot. You have to make the best decision when you go to the home.

Ms. Chisholm said we need to help the kids that can't get to school but want to go.

Mr. Pandolph said truancy is not at the top of the list with DCF. They screen the family in and then do a home visit and screen it out. The juvenile courts do not like to get involved in family matters, especially truancy issues. They expect the school to handle those.

Mr. Kisiel asked of the 200 homes they have visited are they repeat visits. Mr. Pandolph said yes. Mr. Kisiel then asked how many times it takes to get this issue to the next level. Mr. Pandolph said it is up to the principal. Some like to handle it on their own and some say I think we should file. Mr. Kisiel asked if they don't get a response from the home or now one answers what they do. Mr. Pandolph responded they report back to the secretary. At the high school level if you are 17 years of age, you do not have to go to school. High school age kids are their repeat offenders. Mr. Kisiel asked if the new Community Liaison position could get involved.

Dr. Crowley said potentially.

Ms. Crowley thanked the truant officers for what they do and how important their work is. Ms. Crowley asked if administration could let them know what is available if a child has social emotional needs and that is why they are not going to school.

Dr. Baldassarre spoke of the adjustment counselors who are in contact with the student and mom and dad. The wait for a child to see a psychiatrist can be 6-8 weeks. When they show great need the psychiatrist might not be available. The child goes untreated. The need will show up at a later time. When we call mobile crisis for an acute crisis, if the family refuses services, mobile crisis can't do anything for the family unless the child gets sectioned. They have to go into hospital care immediately via ambulance. We have a lot of personnel in schools to help families.

Dr. Baldassarre said with the addition of the Community Liaison position this could be one other resource to help families outside of school.

Mr. Pandolph asked if there are any psychiatric services available for parents. Dr. Baldassarre said what happens when our CBHI kids are referred for services (Children's Behavioral Health Initiative) they really get one of three services. They get family counseling, therapeutic mentoring, or intensive care coordination. They don't just treat the child; they do treat the contextual framework of that child's life. However, the families have to be willing to accept these services. If they don't accept the services, they don't allow folks to come into the house and the case gets dropped. If the child is warm and fed the case gets dropped. More so now than ever before there is much more in the way of support for the child and the parent.

Mr. Pandolph said it boils down to the core of the family. He was sent to the home of a child in the third grade. The school was concerned about the welfare of the child and mother. The mother communicated through the door. Mr. Pandolph asked the mother if he could see the child to know that she is ok. After 45 minutes the mother called the police. The child turned out to be ok. At that age it is the parent who is not getting the child to school.

Mr. Metters asked what can be done. Mr. Pandolph said a lot of districts don't send truant officers out. Mr. Pandolph said we have had success; unfortunately sometimes you need to threaten court action. If you don't get your child to school you will have to go in front of a judge. That has worked.

Mr. Metters feels there is someone in the Juvenile System who could help.

Mr. Pandolph commented truancy is not a big concern for the courts. They have bigger concerns and more serious issues.

Ms. Chisholm asked what the responsibility of the parent is. If a child is not going to school, is the parent held responsible? Mr. Pandolph said at the age of 16 the child can leave school with the parents' permission. Ms. Chisholm then asked if they are not going to school prior to that, who is responsible.

Mr. Pandolph said they can file a CRA (Child Requiring Assistance). If a child is officially truant, that is a separate charge on a complaint form in juvenile court. When it gets to an age of junior high down or a child can't get to school on their own, a criminal complaint is filed against the parent; failure to send your child. There is a monetary fine and probation. For the child who is 14 or 15, and can get themselves to school that is when we bring them to court. Usually the case gets continued and by then the child turns 16 or 17 and with the parent's signature, chooses to leave school.

Mr. Mulrenan asked Mr. Pandolph for any success stories.

Mr. Pandolph said with the policy of going out every day, some of the parents have come around. Sometimes banging on the door a couple times a week for a few weeks does make an impact. The parents get sick of them coming and waking them up to ask why their child is not in school.

CLASS SIZES

Ms. Sprague gave an update on class size to the committee.

The handout she gave to committee members is data accurate as of November 1, 2019.

In some instances class average sizes actually went down. One exception is the grade 5 at the Malcolm White. The fifth grade is actually one over. There is a posting to hire a teacher. That is one significant change that has caused us to open a new classroom. There were other classrooms at the Goodyear with a program and the need to have space for those students in there. There was an additional 4th grade classroom added. The Malcolm White kindergarten numbers are 51. That is one over the contractual limit for two classrooms. That increased a while back. We were able to use grant money for those two positions, so that was able to be supported.

Dr. Wells asked about the grade 4 at the Malcolm White. There are 3 classrooms with 30 open slots. Is this an error? Ms. Sprague answered no; there was a drop in enrollment. Dr. Wells said we could then do teachers for grade 4 at the Malcolm White and still be contractually within the limits. Ms. Sprague said yes. Dr. Wells commented there are a couple of places in this data where that is the case. Dr. Wells asked administration why we are hiring new teachers rather than reallocate. Ms. Sprague said at the time they went to the hire she does not believe the number was that low. Technically if they did that, there would be two open slots there. They also look at January, February coming and in the past few years we have had several folks who moved into the district and pushed our numbers up.

Dr. Wells commented if you look at the Linscott that is two places also. Ms. Sprague said at the beginning of the school year those positions were in place and there were enough students at that time to have two classrooms at each of those grade levels. Numbers were in place. Ms. Sprague said contractually teachers are assigned at the end of the school year.

Dr. Crowley said the reality enrollment is fluid. The numbers may shift monthly.

Dr. Wells asked if the open seats are contractual and what can the room actually hold.

He wants to know how many students the classroom can actually fit. Maybe looking at what are rooms can educationally fit for future planning.

Dr. Crowley commented this should be part of our facilities plan as we move forward.

Ms. Chisholm looking said looking at 3 grade levels at 3 different schools that are 5 or less open slots. This makes her a little nervous. As we know kids move in. Her concern is if kids move in we will have to hire additional teachers. This is her concern when we have things we have to do instead of things we want to do. At the elementary level a class of 25 is very crowded. She thinks we need to look at that come budget time and say what we would like to have for our classrooms not what we are contractually bound by.

Ms. Crowley comment it looks like the Hurld Wyman has elevated numbers above the other schools but she is not seeing a pattern. Overall she knows there is a concern at the Hurld Wyman but she is not seeing it systematically being over crowded. She also wanted clarification. If the Linscott has 25 kids in fourth grade we still have 2 classrooms because we can't move that teacher, is that correct? Dr. Crowley said it would have to be an involuntary transfer at this point.

Dr. Wells said if we are talking about lowering the class size, we should think about what we might ask them to give up. Essentially, this benefits the union and the students if we reduce class numbers. Maybe we need some flexibility mid-year if we need to move people around. Negotiations should not be giving things away it should also be gaining things to help the administration work with what we have as a school system.

Dr. Crowley wants to make clear this is only a discussion. Having the enrollment figures is an exercise they have done over the last two years. Whenever the committee members want this information just ask and it will be given to them. There is some fluidity to it. Last budget cycle they budgeted with a buffer of 5. If we were within 5 we left that person in place. They are trying to be thoughtful in what they are doing.

Ms. Crowley commented that looking at the whole district the average class size is around 20 or 21 at the elementary level with some serious deviations between schools that we should keep an eye on.

Ms. Sprague said there is always that variation between schools due to neighborhoods.

Mr. Metters said when we determine the number of teachers and seats, what is that date?

Ms. Sprague said contractually teacher's assignment need to be given to them 3 days prior to the last day of school.

Dr. Crowley said to date the union has always been collaborative in having discussions on this subject.

Mr. Kisiel asked if class size was addressed in the NESDEC report.

Dr. Crowley said he just received the report today, to some extent the report addresses what they are talking about here today. Dr. Crowley spoke with Dave Dunkley today about a facilities master plan as it relates to some of these issues we are referencing.

Dr. Wells asked if we could send the NESDEC report to the Resource subcommittee first.

Mr. Demers said knowing the city's layout and the different communities within the city, you can tell which schools might have a lot of apartment residences; this would create a lot of fluctuation. Finding trends is difficult. As of July 1, 2019 - November 1, 2019 do we have a number of move ins to the district at the elementary level? Ms. Sprague said she can get that for him. Mr. Demers is asking this because it is good to provide context. These numbers started rising after we completed our budget.

Dr. Wells asked administration to monitor this and report back if there is a significant change.

SUPERINTENDENT'S GOALS

Dr. Crowley began by saying his goal is to make Woburn Public Schools the best school system in the Commonwealth of Massachusetts. He doesn't do this alone. He does this with the school committee, administration and teachers. You need to have goals and it is important to have attainable goals. Dr. Crowley presented draft goals for the school committee to consider and for him to take any feedback the committee may have. The DESE Superintendent rubric has

changed slightly this year. Dr. Crowley will be attending training in a couple of weeks to learn more about what this looks like.

The Superintendent rubric has 4 standards:

Instructional Leadership

Management and Operations

Family and Community Engagement

Professional Culture

District Goal: Operationalize Strategic Plan

Often times a strategic plan can become a smile and file. Dr. Crowley heard this phrase at a conference. Dr. Crowley wants to ensure that our Strategic Plan continues to guide the work across Woburn Public Schools. One of the things that is not on the Strategic Plan is Finance and Operations. This was an oversight and will be corrected. Dr. Crowley had the opportunity to present to other superintendents the Woburn Public Schools use of solar power. This is not in the Strategic Plan. The facilities and operations are such a key piece of our school district and was an oversight when the plan was written. This is part of reflective practice which is a good thing to do. There is quite a bit of depth to this goal and one of the things that is highlighted is we had 14 action plans that we asked people to tackle. Not all of them are doable. One of the things we have learned is you can't do everything. We need to prioritize and revise and also celebrate what we have accomplished. Feedback from administrators, principals and teachers we need to keep moving but we can't do everything. We need to prioritize and celebrate what we have accomplished.

District Goal: Fair, Effective Teacher Evaluation

One of the things Dr. Crowley feels in how to improve student achievement is improving the adult performance. We improve adult performance through fair, effective teacher evaluation. We added layers of support with the coordinators, we have new principals, and we have new DESE rubrics. It is important to have some baseline understanding of what proficient and exemplary teaching looks like across Woburn Public Schools. He thinks this cuts through equity, curriculum and professional pride. We want our teachers to do a great job and we want to support them and provide them feedback when necessary.

One of the key actions is for Dr. Crowley to visit schools. He will be visiting the Kennedy tomorrow to go into classrooms with Mr. Nelson to co-observe. He is helping Mr. Nelson provide feedback to the teacher.

District Goal: Middle School Analysis

This has been on the radar of the committee for multiple years. Dr. Crowley has a report that was issued. During the course of the 2019-2020 school year Dr. Crowley will work collaboratively with building administration, school committee, staff, and community to analyze the results of the Middle School Report to create a common WPS Middle School Vision. We do not have one. Before we can get to the schedule we need to identify what the vision is. We have met with the admin team from both schools, next we will engage with staff and community to

create an actionable timeline. We will also look at neighboring communities that are similar to Woburn.

Dr. Wells commented that the work Dr. Crowley has done with Mr. Demers subcommittee should be highlighted.

Student Learning: Continue working through Rubicon Atlas curriculum tool to guide teacher pacing and to improve vertical/horizontal between all grades k-12.

Using Understanding By Design, you have an end in mind, working backwards. UBD is the root of our ATLAS programming. When Dr. Crowley goes into schools he wants to see students being challenged, that there are UBD focused lessons, there are multiple ways that students can demonstrate their knowledge. He thinks there has been a lot of work that has gone into ATLAS over the last 3-4 years. He thinks that ultimately it will allow for student achievement.

Dr. Wells is unclear if the ATLAS goal will be completed or is this something that will always be working on. Dr. Crowley said his goals will shift but ATLAS will be continual. ELA, Math, Science, for example have not all moved at the same pace.

Mr. Metters said that it might be useful going forward to revise the vision.

Professional Practice: Continue participation in the New Superintendent Induction Program.

He will continue to develop skills in strategy development, data analysis, and instructional leadership. Dr. Crowley is continuing his work with Chris McGrath. He is one of 42 in his cohort. One of the benefits of participating beyond Chris, is having others to call or other superintendent's call him on how to handle x, y, or z.

Dr. Crowley commented that a lot of things happen every single day. Dr. Crowley is aware of last year's budget cycle and the need to be fiscally aware of where we are and it is on his radar. We are still not as diverse in our hiring process. Ms. O'Neil is doing a great job; we have close to 1000 employees. Dr. Crowley works closely with her. He likes to be about in the community as much as he can. He is working on community/branding and feels this is something we need to get better with. Members received magnets with the new school logo. That is part of messaging what we are doing. We also have a new pop up tent and we will be working on setting that up in the community to advertise Woburn Public Schools. One of our objectives is Equity and this is something we need to keep an eye on as well as SEL. Leadership Team; Dr. Crowley said his job is something he can't do alone. He believes by working together you can go further.

Dr. Crowley finished presenting his goals as a draft. He appreciates Dr. Wells comment specifically about the middle schools to include school committee in on that. He is open to questions or comments from the committee.

Ms. Crowley asked if these goals are intended to be for this school year. Dr. Crowley answered yes. Ms. Crowley had a question on assessments, a variety of assessment methods. Is this in order so that we actually provide different ways of measuring student achievement, not just one

MCAS? Dr. Crowley said that is correct, the teachers will have a choice of assessments they want to utilize. Ms. Crowley said so the teachers are allowed to use some academic freedom but we are still able to grab a hold of the data to evaluate student progress, not just from MCAS. Dr. Crowley said we should probably circle back in a month or two to see some of the work that is going on. We are trying to link Dibels and DRA scores year to year as a predictor to MCAS. Dr. Crowley is calling this a learner profile in his mind. By the time a student gets to 2nd or 3rd grade we should have at least 25 data points on every single student that we can use to differentiate instruction right out of the gate. You don't have to wait a month or so. By the time you get to middle school and high school this data set keeps growing and growing. Overtime you are able to provide services as needed.

Dr. Wells suggested that for the new year the Superintendent could develop a schedule of the process for the new members coming on the committee will know what to expect. He also suggested putting voting to accept the Superintendent's Goals on the next agenda.

Chairman Mulrenan commented that Superintendent Crowley will be editing his own goals. He thanked Dr. Crowley for his presentation this evening.

SUBCOMMITTEE REPORTS

Finance Subcommittee

Dr. Wells said they will be meeting next week.

Resource Utilization Subcommittee

Mr. Kisiel said they have not met but will be meeting on the NESDEC report.

Personnel Subcommittee

Ms. Chisholm said they have not met but a date will follow.

Curriculum and Professional Development Subcommittee

Mr. Demers said they have not met.

Policy Subcommittee

Ms. Crowley said they met earlier this evening.

They have a draft policy on field trips. The subcommittee did not take any action. She took comments from the last meeting into consideration. Ms. Crowley passed out a copy to all members and asked them to review the policy. She would like to put this on the table for the next meeting. The subcommittee talked about we would be leaving it up to the superintendent to approve Overnight Travel. Basically the school committee would be designating the superintendent to approve overnight travel on behalf of the school committee so it would need not come to the school committee meeting. International travel was left up in the air. MASC has advised us not to deal with international travel anymore.

Additionally, the subcommittee reviewed a Bullying policy. This policy has been sent to our lawyer and should be ready to be placed on the table at our next meeting.

We also received an update to our Lunch Policy. We have located 214 students that qualify for free lunch and many of them are carrying debt. We might be asking the committee to consider some action regarding those. Administration is still working to implement our reduced lunch addition to the policy.

Dr. Wells asked if we are sure we are legally authorized to switch our role to designate the Superintendent to approve out of state field trips. Ms. Crowley responded by saying she did find multiple policies that allows for this. Dr. Wells recommended clarification on this as Massachusetts law regulates field trips.

Dr. Wells asked about the school committee taking action on the lunch debt. Ms. Crowley said there might be a discussion on relieving these students of their debt and that amount is around \$15,000.00.

Mr. Demers asked for clarification purposes. We had 214 students who were found to be eligible for free lunch but were not accessing free lunch? Mr. Elia said they were not showing up on the protocol. Mr. Demers asked what percentages of the accounts are in arrears. Dr. Baldassarre has the list in his office. It looks around \$15,000.00 in total. He went on to say parents will be notified they qualify via virtual gateway.

Student Services and Achievement

Mr. Metters said they will be meeting on 11/27th and 12/18th.

SEPAC will be sponsoring a basic rights workshop tomorrow evening.

CORRESPONDENCE

Ms. Colleen Cormier presented a flyer for Epi-Pen Pals; Saturday 11/23 @ Woburn Public Library 10:00-11:00AM.

Each member received a thank you card from our Yearbook students.

UPCOMING EVENTS

This Saturday, November 16th at Chipotle - 33% of all proceeds will go towards supporting the Joyce Musical. You do need a flyer.

FUTURE AGENDA ITEMS

Mr. Metters - Mental Health Summit

Dec. 10th meeting - Tara Metters -JMS Musical Annie = Student Led

Dr. Wells - MASC try to adopt a Resolution designating our district as a respectful school district

Dr. Wells - Update on MASC meeting from Mr. Kisiel

Chairman Mulrenan - November 5th Professional Development Day

A motion was made to enter into Executive Session.
Motion was seconded, all in favor. Motion passed 7-0.

ROLL CALL:

Ms. Chisholm - yes, Ms. Crowley - yes, Mr. Demers - yes, Mr. Kisiel - yes, Mr. Metters - yes,
Dr. Wells - yes, Chairman Mulrenan - yes.

EXECUTIVE SESSION

For the purpose of discussing strategy with respect to collective bargaining or litigation.

ADJOURNMENT

A motion was made to adjourn.
Motion was seconded, all in favor. Motion passed 7-0.

Meeting adjourned at 9:45 PM.

Respectfully submitted,
Jean MacLeod
Jean MacLeod
Recording Secretary