

**WOBURN SCHOOL COMMITTEE  
REGULAR MEETING  
May 14, 2019**

A Regular Meeting of the Woburn School Committee was held on May 14, 2019 at the Joyce Middle School Conference Room, 55 Locust Street, Woburn, MA beginning at 7:00pm.

**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**

There were none.

**STUDENT REPRESENTATIVE REPORT**

Student Rep. Ryan Qualey was not present to report.

**CITIZEN PARTICIPATION**

**CITY COUNCIL LIAISON**

Mr. Concannon was not present.

**REPORTS/PRESENTATIONS FROM STAFF**

**Introduction, Director of Technology and Innovations: Jenn Judkins**

Dr. Crowley was pleased to introduce Ms. Jennifer Judkins to the committee. Ms. Judkins will be replacing long time Director Peter Roketenetz, who is retiring at the end of this school year. Ms. Judkins comes to Woburn with an array of experiences, currently serving as the Director of Digital Learning for the Lexington Public Schools and has also served in leadership roles for both the Lynnfield and Wilmington Public Schools. Mrs. Judkins holds many certifications. Ms. Judkins is passionate about helping students learn and increasing teachers comfort level using instructional technology. She has also offered an array of Professional Development opportunities through the Salem State Collaborative, and will be offering Professional Development opportunities in Woburn starting in August.

Ms. Judkins feels her experience qualifies her to support Woburn's goals of increased digital literacy and utilizing technology to create meaningful experiences for students. She has spent many years supporting teachers in Pre-K through 12th grade classrooms by designing and modeling technology-infused lessons. She has developed a strong working knowledge of both the operational and instructional needs of high-functioning technology departments.

As a seasoned educator, Ms. Judkins knows first-hand how technology can extend learning and engage students and challenge them to higher levels of thinking. It is her passion to increase student achievement and engagement by equipping teachers with powerful learning tools and the knowledge of how to use them.

Welcoming remarks and questions were asked by the committee.

A motion was made to take the middle school improvement plans out of agenda order. Motion was seconded, all in favor. Motion passed 7-0.

### **School Improvement Plans**

Mr. Nelson and Mr. Qualey presented their School Improvement Plans.

Mr. Qualey presented the Joyce Middle School plan first.

His first goal was to increase the % of students "Meeting and Exceeding Expectations" based on their Math MCAS testing results by 10%. This goal will be met in 2019 if the % of students scoring in the "Meeting Exceeding Expectations" in Math is more than 46.2%. (2018 was 42%)

He has identified students not meeting expectations. Teachers have been recruited to tutor the after school program. Mr. Qualey sent letters to selected students. Students were assigned to group/teachers. MCAS preparation program will meet 2x per week for 8 weeks. The second goal was to increase the % of students "Meeting and Exceeding Expectations" based on their ELA MCAS testing results. This goal will be met in 2019 if the % of students scoring in the "Meeting & Exceeding Expectations" in ELA is more than 51.7%. (2018 was 47%)

Mr. Qualey identified students in the "Not Meeting Expectations" categories. He recruited teachers to tutor after school, sent letters to selected students, assigned students to group/teachers. As in Math, the ELA preparation program will meet 2x per week for 8 weeks. The third goal is to have an aligned core curriculum with common assessments for all subjects by June 2019. A timeline was developed to completely align core curriculum in the fall of 2017. Mr. Qualey worked with the district personnel to monitor progress in January 2018. Department Heads met with middle school staff for preliminary assessment of curriculum in January 2018. Through the Spring & Fall of 2018 curriculum alignment days were held for teachers.

Spring/Fall 2018 and winter 2019 curriculum progress updates from Atlas Leaders were presented to Mr. Qualey. The fourth goal was to identify 25 students to participate in the After the Bell 'SMARTS' after school executive function curriculum for the 2017-2018 and 2018-2019 school years. This goal will be met if at least 25 students participate in the program. Mr. Qualey, working with the Boys & Girls Club of Woburn staff, identified possible students to be included in the After the Bell program. In September 2017 and 2018 acceptance letters were sent to parents of the identified students. The Boys & Girls Club of Woburn staff has an ongoing timeline of recruiting students to attend After the Bell. The operation of the After the Bell program is funded through the Boys & Girls Club of Woburn.

The Kennedy Middle School was presented by Mr. Nelson.

His first goal was to increase the students who feel connected to a staff member/part of the school community by 10% by incorporating an advisory program. This was done by incorporating the program in September/October 2018. From November 2018 through June 2019 they met monthly. In October 2018 a pre-advisory survey was done. In June 2019 a post advisory survey will be done. The second goal was to utilize Rubicon Atlas website on a weekly basis to align the curriculum across all grade levels and schools. Teachers met weekly with Mr. Nelson to create a school wide goal. Mr. Nelson offers support throughout the school year.

For his third goal Mr. Nelson wanted the teachers to do peer observations 3 times during the school year. He feels this allows the teachers to see all the good things that are happening in the school. He wants to build upon this next year. The teachers loved it. The last one was to revise the student handbook. Mr. Nelson met with his School Council once a month.

A motion was made to take the Canobie Lake field trip out of order.  
Motion was seconded, all in favor. Motion passed 7-0

A motion was made to approve the Canobie Lake field trip  
Motion was seconded, all in favor. Motion passed 7-0.

A motion was made to return to the regular order of business.  
Motion was seconded, all in favor. Motion passed 7-0.

### **NEASC**

Principal Callanan presented the Woburn Memorial High School NEASC Report 2018-19. The prime concern of the visiting committee is to assess the quality of the educational program at WMHS in terms of the Commission's Standards for Accreditation. There are seven components the committee evaluates. Four are Teaching and Learning Standards; Core Values and Beliefs about Learning, Curriculum, Instruction, and Assessment of and for Student Learning. Three are Support Standards; School Culture and Leadership, School Resources for Learning, and Community Resources for Learning, Ms. Callanan went over the recommendations and commendations for each of the seven components. Ms. Callanan is very proud of her staff; the great things they do as a school and as a district were evident. The addition of staff was commended in this report. She said her teachers have a deep desire to continue to improve and this was very much reflected in the report. When the NEASC committee members came they met with parents, community member, teachers, students, administrators, and school committee members. She feels they got a fair representation of what we are as a school. Ms. Callanan is waiting for a letter from NEASC, which they won't have until June 2019. This letter will state what the status of our accreditation is. She anticipates that letter will say we are accredited; however you need to work towards meeting some recommendations. She was not given any inclination that we would not be an accredited school throughout the visit or her dealings with NEASC after the fact. Ms. Callanan went over follow-up responsibilities; establish a formal follow-up program, Two-year Progress Report, Five-Year Progress Report, and Preparation for 2028 accreditation visit. Ms. Callanan thanked everyone who participated in this process, it is lengthy and expensive. She feels this does push schools to get better, and she wants to be a cutting edge school in a cutting edge district. Every time we get feedback from an external source, it pushes us to do that. Dr. Wells, on behalf of the committee, thanked Ms. Callanan for her leadership.

Chairman Mulrenan asked if Ms. Callanan's summary of the NEASC report can be put on the high school website. Dr. Crowley said we should share it. He also said when the accreditation letter is received in June that should also be shared.

## **SUBCOMMITTEE REPORTS**

### **Finance Subcommittee**

Dr. Wells said they met on May 8, 2019.

The committee went over the list of bills, and they were found to be in order.

A motion was made to approve the list of bills.

Motion was seconded, all in favor. Motion passed 7-0.

They reviewed the balance of accounts, everything was found to be in order.

A motion was made to approve the balance of accounts.

Motion was seconded, all in favor. Motion passed 7-0.

They discussed having some projection in the SpEd department, actual vs. predicted.

### **Resource Utilization Committee**

Mr. Kisiel said they met on 4-24-19.

They discussed the Old Wyman and Dinisco has met twice with administration, and they are working on a quote for renovations.

The air quality at the Altavesta is being handled by administration and monitored by the Board of Health.

The punch list at the Hurd Wyman is almost complete and most to the remaining issues are related to outdoor landscaping.

Dr. Wells asked how long is too long to hold onto the old Wyman. If it is not feasible that we are going to use it, it might be more beneficial to the school department to turn it over to the Mayor. We should keep an eye on it and figure out what is a good time frame for us to wait.

Ms. Chisholm asked if we had a time for the high school field. Mr. Elia said that Mr. Dunkley has had discussions with the Mayor around capital, and we are still working on that. We will not be able to get it done this summer; it will have to be next summer. Ms. Chisholm wants those who actually use it to be notified in time.

### **Personnel Subcommittee**

Ms. Chisholm said they met on April 24th.

They discussed evaluations and making sure they are being completed on all employees by June 30th.

Reeves Principal has resigned due to personal reasons. The search committee will be interviewing on Friday for her replacement.

Superintendent's evaluation has to be done by June 1st. Mr. Demers was going to get some information from MASC.

A Special Education flowchart was requested.

Mr. Kisiel asked about the number of teachers at the high school not having a Master's Degree. How many are grandfathered in? Dr. Crowley replied he is paying close attention to licensure. Ms. Sprague commented in order to recertify you need to have your masters within 5 years. Dr. Wells talked about the SpEd Director and the school committee voting on the candidate. He was clarifying the process.

### **Curriculum and Professional Development Subcommittee**

Mr. Demers said they are meeting May 23rd with a full agenda.

### **Policy Subcommittee**

Ms. Crowley said they have not met.

### **Student Services and Achievement Subcommittee**

Mr. Metters said they are in the process of scheduling a meeting.

The committee had talked in prior meetings about the budgetary impact about the Special Education out of district fees and Mr. Metters had said we need to have a follow-up to that. Mr. Metters made a motion to appoint the head of the Finance, Personnel, and SSA Subcommittees to form an ad hoc group to look into how we got to where we got. How the overruns happened and how we can prevent them from occurring in the future. To be clear that would be Dr. Wells, Ms. Chisholm and Mr. Metters as a subcommittee to report back to the full committee.

Chairman Mulrenan said a motion has been made to establish a subcommittee to review the due diligence on the SpEd and financial matters.

Motion was seconded, all in favor. Motion passed 7-0.

### **Communication and Community Relations Subcommittee**

Dr. Wells asked if we should consider disposing of this subcommittee. Chairman Mulrenan will give some thought about removing this subcommittee from the Agenda.

### **Correspondence**

The Canobie Lake field trip was approved this evening.

### **UPCOMING EVENTS**

Saturday, June 15th will be the Inaugural Hall of Fame.

Ms. Chisholm mentioned the last school committee meeting is scheduled for June 26th. This is the same night as the fundraiser for Police Officer Murphy.

Chairman Mulrenan said he will keep that in consideration.

Dr. Wells said in the MASC email group, the town of Arlington passed a complicated resolution that basically is an idea the Massachusetts should do away with testing for licensure because it is felt that it inhibits a balanced staff. Dr. Wells is hesitant to send Mr. Kisiel to the convention to vote on this. He feels we need some input from Administration. Dr. Wells will forward the email to Dr. Crowley and have this topic as a future agenda item.

**FUTURE AGENDA ITEMS**

MASC - next agenda to vote on the delegate.

**EXECUTIVE SESSION**


**ADJOURNMENT**

A motion was made to adjourn.

Motion was seconded, all in favor. Motion passed 7-0.

Meeting adjourned at 8:48 pm.

Respectfully submitted,



Jean MacLeod

Recording Secretary