

Approved by the Arlington School Committee September 26, 2019

Arlington School Committee  
School Committee Regular Meeting  
Thursday, September 12, 2019  
6:30 PM  
Arlington High School  
School Committee Room  
869 Mass Avenue, 6th Floor  
Arlington, MA 02476

Present: Len Kardon, Chair, Jane Morgan, Vice Chair, Paul Schlichtman, Secretary, Jeff Thielman, Jennifer Susse, Kirsi Allison-Ampe, M.D., and Bill Hayner.

Kathleen Bodie, Ed.D. Superintendent, Roderick MacNeal, Jr., Assistant Superintendent, Michael Mason, Chief Financial Officer, Rob Spiegel, Human Resource Director, Karen Fitzgerald, Administrative Assistant, and Jason Levy AEA Representative.

Absent: Alison Elmer, Director of Special Education

#### Open Meeting

Mr. Kardon opened the meeting and presented the Menotomy Preschool Artwork displayed.

#### Public Comment

None

#### Appointment to Arlington Human Rights Commission

Ms. Susse introduced Chris DiMeo, and thanked the Community Relations Subcommittee for recommending Mr. DiMeo to fill a school committee appointment to the Arlington Human Rights Commission.

Mr. Hayner said he was proud to make the motion to appoint Mr. DiMeo.

On a **motion** by Mr. Hayner, **seconded** by Ms. Susse, it was **voted** to appoint Chris DiMeo to the Arlington Human Rights Commission, for a three-year term expiring in 2022. **7-0**.

#### Opening Day Update

Dr. Bodie said she was happy to report the opening of the schools for the 2019-20 school year went smoothly. Dr. Bodie reported that the new staggered opening for kindergarten was working well.

She thanked Mr. Kardon for welcoming the staff, which was very well received. She told the committee of the themes for the year, described at the staff opening.

Dr. Bodie reported there was a loss of power at the Ottoson Middle School on Monday. Students were dismissed with the approval of parents. Automated calls were placed to multiple contacts

for Ottoson students. Dr. Bodie said multiple calls went out because it was the beginning of the school year, and many contacts were not updated. She reported that teachers and students used cell phones to contact parents to gain permission to dismiss, which was effective.

Dr. Bodie reported that elementary schedule for specials, with dedicated art and music teachers at each school. She said it helps with scheduling common planning time and professional development, as well as aligning instructional periods at each grade level.

#### Curriculum Update:

Dr. MacNeal reported on curriculum changes being implemented this year. In grades 3 and 5, schools are implementing new Lucy Calkins reading units. The implementation of TERC-Investigations units is now complete. There are major changes in state standards for social studies in Grade 8; the district has brought in new resources geared to teaching civics. Kindergarten has new science and social studies lessons aligned to the Tools of the Mind curriculum. The district has also expanded electives at the high school.

Dr. MacNeal reported the Science Director and coaches will meet the School Committee members at the October 10 meeting.

#### Enrollment Update

Dr. Bodie reported there are approximately 140 more students in our buildings this year, compared to last year. She said the four classes at Arlington High all have enrollments under 400 students, provided information that all classes at Arlington High School are under 400; middle school grade level enrollments range from 445 to 488. Elementary grades, on average, are greater than 500, and the first grade has 593 students. While enrollments continue to grow teachers are positive about their classes and we have placed TA's in large classes. Our verified numbers (the state's official October 1 count) will be provided to the committee in November.

Ms. Morgan and Dr. Allison-Ampe asked Dr. Bodie to provide an enrollment chart with the SLC included. Dr. Bodie said she would forward that report to the committee.

#### Arlington Public Schools Staffing Update

Mr. Spiegel provided a Staffing Update. He reported that new administration included a Director of Science (K-12), a Bishop School Assistant Principal, and an Athletic Director. A summary description of 71 new teachers and professional staff was presented. In describing these new hires, Mr. Spiegel reported:

- 51 replaced teachers who retired, resigned, moved to another position, or are on a full year leave.
- 20 are new positions (some are partial FTE's).
- 10 of the people newly hired as teachers had been teaching assistants, building subs or tutors in Arlington. Some others had done student teaching here and some others had previously been in long term substitute positions.

Mr. Spiegel reported the most common reasons for resignations were:

- Moving away from the area.
- Commuting Time.
- Professional/Career move within education. (This may include increased compensation.)

- Professional/Career move outside of education.

Mr. Spiegel said some of the staffing highlights included:

- New Elementary Library Specialist.
- New Elementary Instructional Technology Specialist.
- New Elementary Science Coach.
- New Elementary Social Studies Coach.
- Additional Art, Music and P.E. FTEs as part of new elementary schedule.
- New teachers to fill additional eighth grade half cluster at Ottoson.

Mr. Spiegel reported the new teacher hires by school:

- Arlington High School 16
- Ottoson Middle School 9
- Gibbs 6
- Bishop Elementary 5
- Brackett Elementary 6
- Dallin Elementary 3
- Hardy Elementary 2
- Peirce Elementary 4
- Stratton Elementary 8
- Thompson Elementary 3
- District/Split Between Schools 9

Mr. Spiegel described the new teaching assistants, BSPs, and tutors:

- 42 New Teaching Assistants, BSPs, Tutors, as of today (September 12).
- The hiring process continues for them, as we have some unfilled positions.
- Most replaced T.A.'s who resigned. Some others are additional assistants for class size needs or 1:1 needs.
- 12 have Masters Degrees. Many others are in school in Masters Programs.
- New Paraprofessional Contract is in effect for them.

Among the other new employees, Mr. Spiegel reported that we hired:

- IT/Desktop Support
- Cafeteria/Recess Monitors
- Substitute Teachers
- Arlington After School Program Employees
- Program continues to grow with the addition of Peirce (Approximately 65 total staff currently, with several open positions.)

In describing the hiring process, Mr. Spiegel reported:

- All new employees met with HR to review salary and benefits, complete and submit required payroll paperwork, and review policies and required trainings.
- All new employees completed a CORI and were Fingerprinted before they began employment.

- Central office staff sent hire letters to new employees, inputted new staff and changes into the payroll system, processed all benefit elections, updated evaluation and absence management systems.
- IT Department set up employees with appropriate devices and account access.

For induction, Mr. Spiegel described the process:

- Mentor/new teacher coordinator coordinated August new teacher training and orientation and ensured that all new teachers have a mentoring and induction program.
- Mentoring and induction will continue all year for new teachers.

Committee members requested that we receive additional data on reasons for leaving. Could it be based on their evaluations, money or career move? They also requested to receive a list of new hires and a list of who left.

#### Summer Professional Development Report

Dr. MacNeal provided a detailed spreadsheet of professional development opportunities offered during the summer, and described the offerings.

#### Monthly Financial Report

Mr. Mason provided budget updates on status of budget, and projected expenses for salaries. September 12, 2019. Mr. Mason reported that we did not receive the Essential School Health Grant, so there is a \$56,872 deficit for that line, but the district plans to support grant-funded nurses with local money. We are projecting a \$77,568 balance for the salary account.

Ms. Susse inquired about the salary balance Mr. Mason said this was due to some new staff members hired at salaries below the person they replaced. There are also some prorated funds for positions that have not been filled. Mr. Kardon suggested to include the Essential School Health Grant on our budget list.

Mr. Mason will provide a facility update report at our next meeting.

Mr. Mason presented a preliminary five year capital plan spreadsheet, created with town and school administrators at the end of August. Mr. Mason reviewed some of the requests to fund projects to complete playgrounds, replace vehicles, several roof repairs and replacements, boiler repairs and replacements, and energy efficiency projects for replacing lights at various buildings. The five year plan also included modular classrooms for the Bishop (FY 21) and Gibbs (FY 24).

Mr. Kardon would have preferred that the School Committee have a role in this process, particularly with regard to the modular classrooms. Mr. Mason said that the meetings are held over the summer to meet an August deadline. He said it is better to be proactive and list possible projects since not all get approved. We can make changes going forward, but we cannot request to add projects at this point.

Dr. Bodie explained the enrollment pressures that led to the inclusion of the modular for Bishop. She said that a class couldn't be added without sacrificing an art or music room. She reported that Bishop is in a difficult spot, being at the center of town, so that buffers may not be able to mitigate the need for another class. She said it was important to place the modular classrooms in

the plan to preserve options and have further discussions about the needs to accommodate students at Bishop.

### Superintendent's Report

AHS Building Project Update: Dr. Bodie announced the AHS Building Project Community Forum on Monday, October 30, 2019 at 7:00 p.m. at Town Hall. Dr. Allison-Ampe stated the committee will also have a booth at Town Day this Saturday, September 14.

Dr. Bodie described the work of the technology department over the summer. She described the acquisition and imaging of 1,000 Chromebooks over the summer. All schools, except the high school, have been upgraded to new VOIP telephone systems. IT has increased our internet to meet a recommended ratio of 1 gigabyte per 1,000 students, with 6 gigabyte in place for this school year.

Dr. Bodie reported out that Chief Technology Officer David Good will be attending a school committee meeting in the fall.

Mr. Kardon asked if the AHS Building Committee is on schedule to start high school construction on July 1. Dr. Bodie said we are on track. Mr. Thielman said we are breaking ground in spring of 2020, and Dr. Allison-Ampe said they are working on timing schedule and will be doing “pre work” in the spring.

### Appoint Kathleen Bodie, Ed.D. Superintendent of Schools as a voting member of the EDCO Collaborative Board

EDCO's Articles of Agreement requires “each district member executing this agreement shall annually appoint the Superintendent of Schools or one School Committee Member as a voting member of the Collaborative Board.”

On a **motion** by Mr. Thielman, **seconded** by Mr. Hayner, it was **voted** to appoint Kathleen Bodie, Ed.D. Superintendent of Schools, as a voting member of the EDCO Collaborative Board. **(7-0)**

### Consent Agenda

All items listed with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the committee so requests, in which event the item will be considered in its normal sequence:

Mr. Hayner **moved approval of the Consent Agenda:**

- Approval of Warrant 19279, Dated 7/12/19 in the amount of \$553,709.45,
- Approval of Warrant 20020, Dated 8/8/19, in the amount of \$687,685.38
- Approval of Warrant 20041, Dated 8/27/19, in the amount of \$446,784.40
- Approval of Minutes of the June 13, 2019 Regular Meeting.

At Dr. Allison-Ampe’s request, the minutes of the Regular Meeting of June 13, 2019 were **removed from the consent agenda.**

**Seconded** by Dr. Allison Ampe. **(7-0).**

Dr. Allison-Ampe said she was offered the opportunity to add her comments to the minutes, but had not done so. She asked how we should proceed, and it was suggested that she add her comments and the minutes could be added to the agenda for the next meeting.

Policy:

No policy items on the agenda.

Discuss and/or Vote Appointments to Subcommittee of Superintendent Search Process Committee, Election Modernization Committee, two members on the AEA Bargaining

On a **motion** by Dr. Allison-Ampe, **seconded** by Mr. Schlichtman, it was **voted** to create a Superintendent Search Process Committee, consisting of members Paul Schlichtman, Chair, Kirsi Allison-Ampe, and Jennifer Susse; for the purpose to helping to design the process, developing a RFP to select a consultant, which will report back to the full committee no later than March, 2020. **(7-0)**

On a **motion** by Mr. Schlichtman, **seconded** by Mr. Hayner, it was **voted** to appoint Ms. Susse as a non-voting representative to the Election Modernization Committee. **(7-0)**

On a **motion** by Mr. Thielman, **seconded** by Dr. Allison-Ampe, it was **voted** to appoint Mr. Kardon and Mr. Schlichtman to the AEA Negotiations Subcommittee. **(7-0)**

Reappoint members to Arlington Human Rights Commission and LGBTQIA+ Rainbow Commission

On a **motion** by Mr. Thielman, **seconded** by Dr. Allison-Ampe, it was **voted** to reappoint Christine Carney, Sharon Grossman and Nick Milton to the Arlington Human Rights Commission; and to reappoint Anna Watson to the LGBTQIA+ Rainbow Commission; for three year terms expiring in 2022. **(7-0)**

Subcommittee/Liaison Reports/Announcements

- **Budget:** Kirsi Allison-Ampe (chair), no report
- **Policies & Procedures:** Paul Schlichtman (chair), Ms. Susse would like policies reviewed.
- **Curriculum, Instruction, Assessment & Accountability:** Jane Morgan (chair), no report
- **Community Relations:** Jennifer Susse (chair), held a meeting on August 26, Human Rights Commission made suggestions with subcommittee and will bring forth next meeting. Meet with representatives of private after school programs and discussed application procedures, small programs, Arlington Recreation busing issues, brief discussion on buffer zones, no changes until 2021-2022 school year.
- **Facilities:** Bill Hayner (chair) will hold meeting Wed, Sept 18 at 6:00 pm in SCM.
- **Legal Services:** Bill Hayner (chair), Jeff Thielman nothing at this time
- **Arlington High School Building Committee:** Jeff Thielman, Kirsi Allison-Ampe reported earlier in the meeting.

- **Calendar Committee** is only discussing religious holidays, due to timing of teacher's contract. Do we add holidays or remove holidays? We need to make it clear to families and community, to hold forum in late October or November and provide a recommendation to School Committee in December.

#### Liaisons Reports

None.

#### Announcements

Mr. Hayner will be at the Rotary Table on Town Day selling flags.

#### Future Agenda Items

None

#### Executive Session

None

#### Correspondence Received:

- Warrant #19279, Dated 7/12/19 \$553,709.45,
- Warrant #20020, Dated 8/8/19 \$687,685.38,
- Warrant 20041, Dated 8/27/19 \$446,784.40
- June 13, 2019 Regular Meeting Minutes
- Menotomy Preschool artwork
- MASC Bulletin, July 2019
- Letter from Inspector Steve Porciello APD
- August 9, 2019 Enrollment, Hiring and Budget Update Memo
- Class size 8/7/2019
- Hiring Chart
- Community Relations Minutes 6/3/2019, 5/13/2019, 8/26/2019
- class size 9/9/2019
- Emails regarding OMS Power outage 9/9/2019
- Email regarding Homework Policy C. Miller
- SC Salary Budget Document 9 12 2019
- New Appointments for 2019-2020 Committees
- Summer PD information
- M. Mason SC Budget Update 9/12/2019

#### Adjournment

On a **motion** by Mr. Hayner, **seconded** by Mr. Thielman, it was **voted** to adjourn at 8:42 p.m. (7-0)

**Written by Paul Schlichtman**  
**Respectfully submitted by**  
**Karen Fitzgerald**  
**Administrative Assistant**  
**Arlington School Committee**