

Quincy, MASSACHUSETTS – May 22, 2013

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Regular Meeting of the Quincy School Committee

A regular meeting of the Quincy School Committee was held on Wednesday, May 22, 2013 at North Quincy High School. Present were Mayor Thomas Koch, Mr. Paul Bregoli, Mrs. Kathryn Hubley, Mrs. Emily Lebo, Mrs. Anne Mahoney, Mr. David McCarthy, and Ms. Barbara Isola, Vice Chair.

Regular Meeting

Vice-Chair Presiding

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The Superintendent called the roll and all were present. Also present were: Dr. Richard DeCristofaro, Secretary; Ms. Laura Owens, Clerk; Mr. Christopher Cassani, Mr. Michael Connor, Mr. Gary Cunniff, Mr. Michael Draicchio, Mr. John Fagerlund, Ms. Danielle Fernandez, Mrs. Mary Fredrickson, Ms. Beth Hallett, Ms. Meera Kriz, Mr. Walter MacDonald, Mr. James Mullaney, Mr. Kevin Mulvey, Mr. Kevin Murphy, Mrs. Ellen Murray, Mrs. Maura Papile, Assistant Superintendent Colleen Roberts, Ms. Madeline Roy, Mr. Frank Santoro, Mr. Keith Segalla, Mr. Robert Shaw, Ms. Judy Todd; Ms. Allison Cox, President, Quincy Education Association, and Mrs. Tracey Christello, Citywide Parents Council Representative.

Mrs. Lebo made a motion to adjourn to Executive Session for the purpose of a Grievance Hearing and Mrs. Hubley seconded the motion. On a roll call vote, the ayes have it 7-0. The School Committee will return to Regular Session at the close of Executive Session.

Executive Session

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School Committee returned from Executive Session at 7:10 pm.

Mr. McCarthy made a motion, seconded by Mrs. Hubley, to approve the Regular Meeting minutes for May 8, 2013. On a voice vote, the ayes have it.

Regular Meeting
Minutes Approved
5/8/2013

Mr. McCarthy made a motion, seconded by Mrs. Hubley, to approve the Executive Session minutes for May 8, 2013. On a voice vote, the ayes have it.

Executive Session
Minutes Approved
5/8/2013

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As no one wished to be heard at Open Forum, the School Committee moved on to the next item on the agenda.

Open Forum

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Superintendent DeCristofaro opened his report by introducing a video of highlights from recent events, including the HYPER Robotics Presidents Cup, Central Middle School Student Council Community Service, Juvenile Diabetes Research Fund Walk, Wellness Team Celebration, John and Abigail Adams Orchestra Concert, and the North Quincy *High School Quiz Show* team.

Superintendent's
Report

North Quincy High School Principal Mr. Shaw presented the members of the *High School Quiz Show* state champion team: Timothy Bill, Celeste Dang, Cynthia Nelson, Kasey Shen; team alternates Nathan Donahue and Yi Fung; and Team Advisors Danielle Fernandez and Mera Kriz. The Inter-State Championship competition will be shown on Sunday, May 29 at 6:30 pm.

Mrs. Roberts introduced the National Honor Society graduating seniors from both high schools, along with Quincy High School Assistant Principal Ellen Murray, North Quincy High School Assistant Principal Michael Connor and Advisor Kara Karcik. (Quincy High School Advisor Molly Good was unable to attend the meeting.) Mr. Connor presented the exceptional and well-rounded group of students present. These students consistently exemplify the four pillars of the National Honor Society: Scholarship, Leadership, Service, and Character. North Quincy High School student Lisa Yang spoke about scholarship, a commitment to learning, and understanding the benefit of the cultivated mind. North Quincy High School student Megan White spoke about character: upholding principles of honesty and morality; guides one through life. Character is achieved, not received. Mrs. Ellen Murray introduced the two speakers from Quincy High School, Jay Bosworth Neumann who spoke about Leadership, something valued in our society, and an important life skill that needs to be developed in all students. Everyone has the potential to be a leader, regardless of educational performance. Alex Nguyen spoke on Service and the many contributions to community that the National Honor Society students made. Service makes the world a better and brighter place. Each senior class member of the National Honor Society was introduced and shook hands with the members of the School Committee.

Mrs. Lebo expressed her pride in the seniors and challenged them to go out into the world and make a difference. Mrs. Mahoney spoke of her hopes for all they will accomplish. Dr. DeCristofaro thanked the students for believing in their parents and families, friends, teachers; believe in yourself, work hard, keep dreaming of all the things you want to do, nothing is impossible.

After a brief recess, Mr. John Fagerlund introduced several new School-Community Business Partners. Granite City Electrical Supply is providing Platinum-level support, including a scholarship for the top Electrical Support student and internship opportunities. Mrs. Phyllis Goodwin, Chairman and CEO of Granite City Electrical Supply spoke of how happy Granite City is to support student career choices and their pride in being part of program.

Mr. Fagerlund then introduced Boston Scientific, a medical device manufacturer, in Marina Bay. This newly re-established partnership at the Silver level includes site visits and the donation of recycled office equipment. Chris Campanella, Director of Program Management for Boston Scientific spoke on behalf of the other staff members present that they are glad to be re-engaging with the Quincy School~Community Partnership. The Partnership is of direct benefit to the Boston Scientific staff, they appreciate the fresh perspectives of the students, and 25% of their staff are Quincy residents. Mayor Koch thanked Mr. Fagerlund for his work on School~Community Partnership activities and the representatives from both companies for their corporate citizenship. Dr. DeCristofaro thanked Mr. Fagerlund and Mr. Keith Segalla for their work on Partnership activities.

Dr. DeCristofaro continued his report by noting that the Summer Scene booklet was shared with the School Committee and has been posted on the Quincy Public Schools website. Earlier today, he and Mrs. Roberts attended the Quincy Retired Teachers Association luncheon, thanked them for their partnership and support. Dr. DeCristofaro recognized a number of Middle School students for their achievements. From Central Middle School, Regional Science Fair participants: Beryl Chen; Abdel Elhashash (2nd place); Leanne Gough (Honorable Mention); Jason Kung (Honorable Mention); Mario Ragusa; Samuel Serjani; Leonardo Vasquez. From Atlantic Middle School, Cora Cluett received Honorable Mention in the MWRA Essay Contest and Ashley Totten received 2nd place in the *Boston Globe* Will McDonough Writing Contest.

Superintendent DeCristofaro accompanied Public Building Director Gary Cunniff, Planning Department Director Dennis Harrington, and Quincy High School Principal Frank Santoro to the State House on May 13 for a ceremony honoring Quincy High School as a Green Ribbon School by the US Department of Education. Honorees from across the United States will be recognized at a June 3 ceremony in Washington, D.C.

Upcoming events include the Retirement Lunch on June 5 at 11:30 at the Presidents Café at QHS. Memorial Day Observances will be held at Beechwood Knoll, Lincoln Hancock, and Snug Harbor. Flag Day will be celebrated on Friday, June 14 at the Clifford Marshall School. In concluding his report, Dr. DeCristofaro noted that the Squantum Elementary School monthly newsletter had also been shared with the School Committee.

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Mr. McCarthy made a motion to take the Revised Acceptable Use Policy off the table. Mrs. Mahoney seconded the motion and on a voice vote, the ayes have it.

Old Business

Mr. Bregoli made a motion to accept the Revised Acceptable Use Policy as presented. Mrs. Lebo seconded the motion and on a roll call vote, the ayes have it 7-0.

Revised Acceptable Use Policy

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Park & Forestry Director Christopher Cassani thanked the School Committee for the opportunity to present. This is a very busy and exciting time for the Park & Forestry Department: in addition to maintaining 50 park locations, 10 beaches, more than 280 acres of park land, and 142 acres of open space, the department also maintains the grounds of all nineteen Quincy Public Schools. Mr. Cassani is proud of the partnership between the schools and Park Department and pleased that the new track facility was enjoyed by middle and high school students for the spring track season. Cleaner Greener was a success due to the enthusiasm of the Quincy Public Schools principals, staff, parents, and students. Mr. Cassani promised continued commitment to maintaining the school grounds and preparing for the upcoming high school graduations.

New Business

Park & Forestry
Department: School
Grounds Update

Mr. McCarthy expressed his thanks for the Park Department's proactive approach to managing the schools, the track, and the various athletic fields. Mrs. Mahoney asked about the contractor working at Quincy High School. Mr. Cassani clarified that Mr. DiBona's company is assisting for the next few weeks on a temporary basis. Mrs. Mahoney also asked about a regular schedule for trimming shrubs and whether it coincides with lawn mowing. Mr. Cassani noted that this is a different schedule and it will be done for most schools over the summer. Mayor Koch reminded the School Committee that the Park Department is being rebuilt after budget cuts and will benefit from additional staff beginning in July. The Park Department is also working on preparing the two city cemeteries for Memorial Day. Ms. Isola said that she is happy to see the partnership with school principals and PTOs, since they are a great resource for volunteers. Dr. DeCristofaro noted that the principals appreciate the communication with the Park Department.

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Dr. DeCristofaro spoke of the continued daily contact with the members of the Maintenance and Public Buildings staff. Mr. Cunniff noted that he is a graduate of North Quincy High School and learned about community service there; happy to see the students recognized tonight. Mr. Cunniff takes very seriously Public Building's role in supporting the mission of the Quincy Public Schools, and is especially committed to maintaining Quincy High School. The original list of issues for Quincy High School contained 160 items and upon review, half of the items were immediately eliminated as already completed. Of the remaining items, 30 are for Maintenance to complete over the summer; 19 are issues for School or City IT to investigate; and 11 are issues that will be addressed by recommissioning of HVAC system, repairs by HVAC consultants, and the hiring of new staff member to address HVAC control and energy efficiency. 23 items will require the engagement of outside contractors. Mr. Cunniff thanked Maintenance for completing a large number of items and noted that there was recently a productive meeting with an original subcontractor that resulted in a number of fixes for lingering issues for clocks and speakers. Going forward, the goal is to complete all items on this list over the summer.

Public Buildings/
Maintenance
Update

Mr. McCarthy thanked everyone involved with resolving the status of the items on the list. He reminded Mr. Cunniff about two remaining priority items: the gymnasium floor and the compressor vibration. Mrs. Mahoney asked for clarification about the completed projects; Mr. Cunniff said that some had long been resolved and others more recently. All remaining maintenance items have been entered into the work order system and Mrs. Mahoney asked why all the items wouldn't be entered into the work order system. Mr. Cunniff said that the work order system is used for Maintenance items, and that Contractual Services are not handled in the same way. Mrs. Mahoney asked about the recommissioning schedule; work will begin in the summer on evaluating and developing a plan for scope of work. Mrs. Mahoney asked about the time frame for hiring the new person and whether that will coincide with the recommissioning schedule. Mr. Cunniff said that is the goal to have the new staff member in place to coincide with the start of the project. She asked that the School Committee be kept apprised of the developments on this process.

Mr. Murphy noted that many of the remaining items for Quincy High School will be completed in the summer when the work won't disturb students and teachers. Mr. Murphy reviewed that since the merger of the Maintenance department into the Public Buildings department, 2500 work orders have been completed, slightly higher than average. With the additional staff in the FY2014 Budget, Mr. Murphy expects that the Maintenance department will be even more productive next year. The department is gearing up for summer projects and will plan to report back in the fall. Mr. McCarthy asked about the Quincy High School lights that are on the SIP/Lighting Audit list and whether there were structural or wiring issues. Mr. Murphy said that many of the lights are specialty orders that Granite City Electric assisted in the research and that the issue is replacement bulbs.

Mr. MacDonald updated the School Committee on the Coddington Building project, announcing that a general contractor has been awarded the project. The project launch meeting with the contractor and architect is completed. The contractor is mobilizing, fencing will be installed by the end of the week, and shop drawings are being prepared. Subcontractor bids have been received; stamped drawings are with Inspectional Services and the Fire Department for their review. Mr. McCarthy asked about a project schedule and an estimate on when the building would be completed. Mr. MacDonald said that this is a 12-15 month project and the timing is perfect for the volume of exterior work that needs to be completed in the good weather.

Mayor Koch thanked the Public Buildings department for their work; the increased budget and the additional positions will allow for increased efficiencies and additional projects completed. Mayor Koch said that there are many projects in development, including working with the Massachusetts School Building Authority on the new Central Middle School and additional projects to come.

Mrs. Mahoney asked for information on the Coddington Building renovation project, including the detail of subcontractor bids. She continues to be concerned about the cost and necessity for this renovation project. Mrs. Lebo asked Mayor Koch about the demolition of the old Quincy High School building. Mayor Koch asked for an appropriation from City Council for \$2.5 million for demolition; there is contingency money left for Quincy High School for the façade work where the old and new buildings meet. The legal process continues and Mr. Timmins is working with the Massachusetts Historic Society. Remediation is complete (at a cost of just over \$1 million).

Dr. DeCristofaro noted that the Plant Maintenance Team continues to meet several times each month and the connection between Quincy Public Schools and the Public Buildings department remains solid. Mayor Koch reminded the public that the Coddington Building renovations are partly funded by Community Preservation funds and this is a major commitment by the city to restore a historical and public asset. The building will house essential city services, including the Planning Department and the City IT Department, in addition to the Quincy Public Schools offices.

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Mayor Koch made a motion to accept the gift of \$800 for the Quincy Public Schools Special Education Adaptive Physical Education program from Fitness Unlimited. Mrs. Lebo seconded the motion and on a voice vote, the ayes have it.

Gift: QPS Special Education

Mrs. Lebo made a motion to accept the gift of Tools and Equipment valued at \$4,700 to the Quincy High School Carpentry Program from David and Phyllis Winslow. Mrs. Hubley seconded the motion and on a voice vote, the ayes have it.

Gift: QHS Carpentry Program

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Mrs. Mahoney proposed a resolution to create an Athletics Partnership Pathway Program as an extension of the Quincy School~Community Partnership:

Additional Business

Whereas numerous academic studies have shown a strong and positive correlation between athletic participation and academic achievement and the Quincy Public Schools Athletics Programs are facing systemic budget deficits due to funding cuts over the past several years, the creation of an Athletics Partnership Pathway would allow for sustaining existing Athletics programs and rebuilding Athletics programs affected by previous budget cuts. Whereas community businesses currently face multiple solicitations from parents and boosters with no visible return for their donation, an Athletics Partnership pathway would allow for equitable distribution of donations between schools and teams. Therefore, may it be resolved that Quincy Public Schools move

forward with the creation and development of Athletic Partnership Program to support the Quincy Public School Athletics Programs through sponsorship, advertisement, social media, and sports venues through a specific, graphically-unified branded banner and plaque program.

Mrs. Mahoney made a motion that this resolution be discussed at the first Policy Subcommittee in September. On the resolution, Mr. McCarthy asked if the resolution included moving this item it into Subcommittee and Mrs. Mahoney clarified that the topic of Advertising and Sponsorship had already been referred to the Policy Subcommittee. Mrs. Lebo seconded the motion, but would like the opportunity to discuss and explore this idea, not that the motion is to create the Partnership. Mr. McCarthy agrees with the idea of discussing the idea. Ms. Isola clarified that this resolution would be presented for discussion and consideration at the first Policy Subcommittee meeting in September.

Mrs. Lebo said that it would be helpful if research could be done over the summer to prepare for the meeting. Mrs. Mahoney said that she would gather information to share for the first meeting and this is a way to create a revenue source for Athletics. On a voice vote, the ayes have it.

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Ms. Isola reviewed the Budget and Finance Subcommittee meetings that were held on Monday, May 13, 2013 and Tuesday, May 21, 2013. At the May 13, 2013 meeting, Mr. Mullaney presented the proposed FY2014 Budget of \$93,668,165, an increase of \$3,650,000 from FY2013. The budget as funded allows for meeting contractual obligations, including step and level increases and percentage raises. It provides funding to address class size for academic programs and academic support programs. Additional funding is also allocated for elementary and middle school libraries, middle school extracurricular activities, and increased funding for text and learning materials to address the Common Core State standards. \$1,692,000 is available to fund the priorities as recommended.

Reports of Subcommittees

Budget and Finance
Subcommittee

To begin the budget process, Academic Classroom Teacher positions are analyzed, utilizing enrollment projections and School Committee Class Size Guidelines; positions are shifted and reconciled. For this year, an additional 10.5 teachers are needed to accommodate enrollment shifts and increases. For Academic Programs, 7.5 teachers would be added for ELL, including reinstatement of the Citywide High School ELL Chair, Literacy, Middle School Library, Chapter 74 programs, and Special Education. For Academic Support, the recommendation is to increase the guidance staff by 2.0 positions due to enrollment shifts. 12 long-term substitute positions for elementary library/technology support are also funded in this section, along with middle school extracurricular activities. For Non-Academic Support, there was no change to many of the accounts.

For Academic Expenses, the budget requests level funding for most accounts with the exception of Textbooks; additional funding is needed for textbooks and learning materials for the Common Core State Standards. For most other accounts, there are no changes. SPED Transportation funding will increase by \$99,000 to cover anticipated increase in transporting special populations.

In summary, the \$1,692,000 available has proposed allocations to Academic Classroom Teachers (27.68%), Academic Programs (25.6%), Academic Support (22.62%), Non-Academic Support (5.44%), Academic Expenses (23.63%) and Non-Academic Expenses (-4.96%). An additional 24.8 positions are being added and replacement teachers will be hired for the 13 retiring teachers.

At the May 21, 2013 Budget and Finance Subcommittee meeting, Mr. Mullaney presented a review of the revolving accounts for Building Rentals, Food Services, Transportation, and Athletics. The proposed FY2014 Budget does not anticipate any increases in fees for rentals, user fees for athletics or transportation. Federal mandates require an increase in meal prices for elementary and middle school lunches.

Ms. Isola announced there is a Budget and Finance Subcommittee meeting on May 29, 2013 and a Public Hearing on the FY2014 Budget on June 5, 2013.

Mr. McCarthy made a motion to approve the minutes of the Budget and Finance Subcommittee meeting from May 13, 2013. Mrs. Lebo seconded the motion and on a voice vote, the ayes have it.

Mrs. Hubley made a motion to approve the minutes of the Budget and Finance Subcommittee meeting from May 21, 2013 by Mrs. Hubley. Mr. McCarthy seconded the motion and on a voice vote, the ayes have it.

Mayor Koch discussed the concerns about the Athletics Budget raised at the Subcommittee meeting. His intention is to find ways to address the shortfalls and add freshman sports and full varsity schedules now in this FY2014 budget and remove the pressure from parents. Removing the structural deficit would allow the revolving account to be used for equipment and uniform replacement.

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Mrs. Mahoney reviewed the Central Building Committee meeting held on May 14, 2013. Building security was reviewed, including camera placement, monitoring and door alarms. There was also a review of the construction timeline and concerns; HV Collins, the general contractor, is determined to be ready for the opening of school in September.

Central Building
Committee

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Mrs. Mahoney reviewed the Special Education Subcommittee meeting held on May 16, 2013. The first item on the agenda was a review of the Program Improvement Plan goals by Special Education Director Judy Todd. Ms. Gichuhi reported on the QPAC goals contained in the Program Improvement Plan. The next item on the agenda was proposed Special Education Subcommittee Meeting dates for 2013-2014. Dr. DeCristofaro asked the Special Education Subcommittee to consider changing the time so that the meetings would be more in line with other Subcommittees and a 6:00 pm start time was agreed to. The proposed meeting dates are October 16, 2013; January 15, 2014; March 26, 2014; and May 14, 2014.

Special Education
Subcommittee

The next item on the agenda was a QPAC update by Ms. Gichuhi. She introduced the new Executive Board. QPAC recently completed an online survey of teachers and parents. Big picture goals include increasing visibility, including visiting PTOs over the course of the next school year and providing resources for parents and staff. Ms. Gichuhi asked for suggestions to add to QPAC goals. Dr. DeCristofaro suggested that QPAC presence at citywide curriculum events would be a good way to increase visibility.

Mr. McCarthy made a motion to approve the minutes of the Special Education Subcommittee meeting from May 16, 2013. Mr. Bregoli seconded the motion and on a voice vote, the ayes have it.

Mr. Bregoli reviewed the Joint Teaching and Learning/Policy Subcommittee meeting that was held on May 20, 2013. The first item on the agenda was a review of the Community Service pilot. Ms. Ginty reviewed the work done since the Community Service pilot was launched in September and Mrs. McMillen talked about specific opportunities for Community Service. As of today, 60% of North Quincy High School 10th and 11th grade students have completed and documented their 10 hours of Community Service or are in process; 53% of Quincy High School grades 10 and 11 students have done the same. Both Coordinators feel that there is a high level of awareness about the Community Service pilot and that students are working to meet the June 1 deadline.

Policy Subcommittee

Dr. DeCristofaro proposed continuing to work with this student cohort and bring the pilot forward to grade 12 and retain it at grade 11. After an additional year, School Committee could consider adding Grades 9 and 10 and perhaps more staff. Mr. McCarthy agreed that extending Community Service as a pilot program is the right choice. Ms. Isola asked what we know about other towns' levels of compliance for their Community Service requirements. Mrs. Lebo said that parent concerns will surface when the consequences for failing to complete Community Service are defined, such as not walking through graduation.

Mr. Keith Segalla presented the Technology Plan for 2013-2016 which will be submitted to the Department of Elementary and Secondary Education in June;

members of the Educational and Informational Technology Teams worked on the development of the plan. The Plan's guidelines, which were developed by the state's Educational Technology Advisory Council, are focused on six benchmarks: Clear Vision and Implementation Strategies; Technology Integration and Literacy; Technology Professional Development; Accessibility of Technology; Virtual Learning and Communications; and Safety, Security, and Data Retention. Over the past three years, Quincy Public Schools has made significant progress implementing the current Technology Plan. These initiatives include: new email system, Microsoft Office upgrade, redesigned website, ongoing upgrades of classroom computers, projectors, whiteboards, technology labs, professional development and training opportunities. Recent initiatives include wireless and guest networks, student technology survey, ongoing implementation of Aspen SIS, middle school technology initiatives for ebooks and iPads,;revision of Acceptable Use Policy; new BYOD. All of these efforts are a collaboration of the Mayor, School Committee, Leadership Team, Principals, Teachers, Partners, and Parent-Teacher Organizations.

Mr. Segalla then presented the Student Computer Survey results; individual students were asked about computers and internet access at home. Across QPS, 91% of students have computer access and 90% reported Internet access. (88% of QPS students completed the survey.) 66% of middle and high school students have a smartphone and/or a tablet device. The comparison to the survey data from 2010 shows a 10% increase in both categories.

The last item on the agenda was a presentation of a School Committee Policy update needed for sections 1.3 and 10.2 to add gender identity as a category for anti-discrimination to reflect Chapter 199 of the Acts of 2011. Among the statutes amended is G.L.c.76, § 5, cited in the School Committee Policy sections. The statement appears on all Quincy Public Schools publications and stationary and in student handbooks. Mr. Mulvey recommended adopting the text of the new law. The proposed Policy change will be reviewed at the May 22 School Committee meeting and voted on at the June 12 School Committee meeting.

Mrs. Lebo made a motion to approve the minutes of the Joint Teaching and Learning/Policy Subcommittee meeting from May 20, 2013. Mrs. Mahoney seconded the motion and on a voice vote, the ayes have it.

On the motion, Mrs. Mahoney clarified that the Incomplete grade for Community Service will appear on transcripts and could impact college acceptances.

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Mayor Koch made a motion to adjourn at 9:20 p.m. The motion was seconded by Mr. Bregoli and on a voice vote, the ayes have it. There was no Executive Session.

Adjournment