

Quincy School Committee

Chairperson: Mayor Thomas Koch

Vice Chairperson: Paul Bregoli

Team Members: James DeAmicis, Kathryn Hubley, Barbara Isola, Emily Lebo, Anne Mahoney

Purpose: The Quincy School Committee reviews and approves the Quincy Public Schools’ budget and establishes policies and guidelines in order to ensure that all students have equitable opportunities to learn and succeed.

Goals: The Quincy Public School Committee will facilitate all matters regarding the Quincy Public Schools budget, policy, and other appropriate agenda items during posted/planned meetings during the 2017-2018 school year.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	Conduct regularly scheduled School Committee meetings.	<ul style="list-style-type: none"> • School Committee Calendar 	Quincy School Committee Superintendent DeCristofaro
b.	Conduct Subcommittee meetings as appropriate.	<ul style="list-style-type: none"> • Agenda • Minutes 	Quincy School Committee Subcommittee Chairs Superintendent DeCristofaro
c.	Approve the Quincy Public Schools budget.	<ul style="list-style-type: none"> • Agenda • Minutes • Budget Book 	Quincy School Committee Superintendent DeCristofaro James Mullaney Laura Owens
d.	Approve all policy within the Quincy Public Schools.	<ul style="list-style-type: none"> • Agenda • Minutes • Policy Manual 	Quincy School Committee Superintendent DeCristofaro Laura Owens
e.	Goal-setting, monitoring the implementation, and assessment of the Superintendent’s Annual Plan.	<ul style="list-style-type: none"> • Agenda • Minutes • Superintendent’s Annual Plan 	Quincy School Committee Superintendent DeCristofaro Laura Owens

Meeting Dates:

All meetings are held in the School Committee Meeting Room at the Coddington Building at 6:30 pm, unless where noted otherwise.

September 6, 2017 Special Organizational meeting, 5:00 pm

September 13, 2017

September 27, 2017

October 11, 2017

October 25, 2017 Point Webster Middle School (100th Anniversary)

November 15, 2017

December 6, 2017 Central Middle School, 6:00 pm (American Education)

January 10, 2018

January 24, 2018

February 7, 2018

March 7, 2018

March 21, 2018 Parker Elementary School (100th Anniversary)

April 11, 2018

May 2, 2018

May 16, 2018 Central Middle School (National Honors Society)

June 13, 2018

Athletics Subcommittee

Chairperson: Mayor Thomas Koch

Team Members: Kathryn Hubley, Barbara Isola

Purpose: The Athletics Subcommittee will facilitate any and all matters related to Athletic participation, the Quincy Public Schools Athletics budget, and the Athletics Revolving Account.

Goals: The Superintendent will partner with the Athletic Directors, Assistant to the Business Director, and High School Principals regarding Athletic Budget matters within the Quincy Public Schools.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	<p>The chair will post/plan subcommittee meetings coinciding with the end of each Athletic season in the school year 2017-2018.</p> <p><i>PROPOSED MEETING DATES:</i> November 13, 2017; March 19, 2018; May 21, 2018</p>	<ul style="list-style-type: none"> • Agenda • Minutes 	Mayor & Subcommittee Chair Koch Superintendent DeCristofaro Laura Owens
b.	<p>The Athletics Subcommittee Chair will facilitate/plan for the review of the Athletics Program Improvement Plan.</p>	<ul style="list-style-type: none"> • Agenda • Minutes • Athletics Program Improvement Plan 	Mayor & Subcommittee Chair Koch Superintendent DeCristofaro Laura Owens Athletic Directors Assistant to the Business Director Kathryn Clancy
c.	<p>The Athletics Subcommittee will review all Quincy School Committee Policies in regard to Athletics in the Quincy Public Schools.</p>	<ul style="list-style-type: none"> • Agenda • Minutes • School Committee Policy Book 	Mayor & Subcommittee Chair Koch Superintendent DeCristofaro Laura Owens Athletic Directors High School Principals Robert Shaw & Lawrence Taglieri
d.	<p>At the May meeting, the Athletic Subcommittee will review the proposed QPS Budget for FY2019 in regard to Athletics in the Quincy Public Schools.</p>	<ul style="list-style-type: none"> • Agenda • Minutes • FY2019 Budget Book 	Mayor & Subcommittee Chair Koch Superintendent DeCristofaro Laura Owens Athletic Directors High School Principals Robert Shaw & Lawrence Taglieri Business Director James Mullaney

Budget & Finance Subcommittee

Chairperson: Emily Lebo

Team Members: Paul Bregoli, James DeAmicis, Kathryn Hubley, Barbara Isola, Mayor Thomas Koch, Anne Mahoney

Purpose: The Quincy School Committee Budget Subcommittee facilitates discussion and provides details, status, and approvals of the Quincy Public Schools budget during the school year 2017-2018.

Goal: Facilitate any and all Quincy Public Schools budget matters in full School Committee and Subcommittee sessions during the school year 2017-2018.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	The chair will post/plan budget subcommittee meetings as appropriate in the school year 2016-2017. <i>PROPOSED MEETING DATES:</i> October 16, 2017; January 17, 2018; April 9, 2018	<ul style="list-style-type: none"> • Agenda • Minutes 	Subcommittee Chair Lebo Superintendent DeCristofaro James Mullaney Laura Owens
b.	Quarterly budget meetings will be facilitated by the Chair as timely and appropriate.	<ul style="list-style-type: none"> • Agenda • Minutes 	Subcommittee Chair Lebo Superintendent DeCristofaro James Mullaney Laura Owens
c.	In February 2018, the Quincy Public Schools Grant Booklet will be presented to the full Quincy School Committee for discussion.	<ul style="list-style-type: none"> • Agenda • Minutes • Grant Booklet 	Subcommittee Chair Lebo Superintendent DeCristofaro James Mullaney Kathryn Clancy Laura Owens
d.	The Quincy Public Schools-Quincy School Committee budget deliberations process (April-June) will consist of: <ul style="list-style-type: none"> • Subcommittee Meetings • Full Committee Agenda Items • Public Hearing • Approval by the City Council • Final Approval by the Quincy School Committee 	<ul style="list-style-type: none"> • Agenda • Minutes • FY2019 Budget Book 	Subcommittee Chair Lebo Superintendent DeCristofaro James Mullaney Laura Owens

Facilities & Security Subcommittee

Chairperson: Kathryn Hubley

Team Members: Paul Bregoli, Barbara Isola

Purpose: The Quincy School Committee Security & Facilities Subcommittee reviews, discusses, and defines facility needs within the Quincy Public Schools.

Goal: The Facilities & Security Subcommittee Chair will facilitate any and all Quincy Public Schools matters in reference to school security and facilities in the school year 2017-2018.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	The chair will facilitate, plan for, and review and approve the Program Improvement Plan for Safety & Security.	<ul style="list-style-type: none"> • Agenda • Minutes • Program Improvement Plan 	Subcommittee Chair Hubley Superintendent DeCristofaro Michael Draicchio Laura Owens
b.	During the school year 2017-2018, the Security and Facilities Subcommittee will collaborate with the City's Public Buildings and Parks Departments on issues related to school facilities improvement and maintenance. <i><u>PROPOSED MEETING DATES:</u></i> October 16, 2017; March 19, 2018	<ul style="list-style-type: none"> • Agenda • Minutes • School Improvement Plans – School Facility Items 	Subcommittee Chair Hubley Superintendent DeCristofaro Park Dept. Director Paul Franz Public Buildings Comm. Paul Hines Walter MacDonald Kevin Murphy Laura Owens
c.	The Facilities & Security Subcommittee will monitor the planning, execution, and completion of all Massachusetts School Building Authority (MSBA) Accelerated Repair Program projects during the 2017-2018 school year.	<ul style="list-style-type: none"> • Agenda • Minutes • MSBA Correspondence 	Subcommittee Chair Hubley Superintendent DeCristofaro Walter MacDonald Laura Owens

Review of Items Currently in Facilities & Security Subcommittee:

- (1) North Quincy High School Campus Expansion/Teel Field Project Referred at the January 22, 2014 School Committee Meeting.
- (2) Faxon Field Equalization Pipe Referred at the October 14, 2015 School Committee meeting. Requesting information on the communications between the City of Quincy and Mass. DEP.
- (3) School Playgrounds Referred at the September 14, 2016 Special Meeting. Requesting an update from the Park Department on recent equipment and safety fiber upgrades and projects in planning.
- (4) New Sterling Middle School project Referred at the September 14, 2016 Special Meeting. Schedule updates to be provided as the planning phase moves into construction.
- (5) Water Testing Results & Repair Referred at the December 7, 2016 School Committee meeting to monitor the schedule for fixture repair or replacement.

Health, Transportation, and Safety Subcommittee

Chairperson: James DeAmicis

Team Members: Emily Lebo, Anne Mahoney

Purpose: The Health, Transportation, and Safety Subcommittee facilitates any and all matters related to health, transportation, and safety within the Quincy Public Schools.

Goals: The Health, Transportation, and Safety Subcommittee chair will facilitate any and all health, transportation, and safety matters with Subcommittee and full School Committee sessions during the school year 2017-2018.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	The chair will plan and post Health, Transportation, and Safety Subcommittee meetings as appropriate. <i>PROPOSED MEETING DATES:</i> November 13, 2017; March 19, 2018; May 21, 2018	<ul style="list-style-type: none"> • Agenda • Minutes 	Subcommittee Chair DeAmicis Superintendent DeCristofaro Laura Owens
b.	The Health, Transportation, and Safety Subcommittee chair will facilitate, plan for, and review and approve the Program Improvement Plans in the areas of: Health Services and Student Support Services.	<ul style="list-style-type: none"> • Agenda • Minutes • Program Improvement Plans 	Subcommittee Chair DeAmicis Superintendent DeCristofaro Rita Bailey Michael Draicchio Sara Dufour Maura Papile Laura Owens
c.	The Health, Transportation, and Safety Subcommittee will monitor and communicate traffic and safety issues at all school sites.	<ul style="list-style-type: none"> • Agenda • Minutes 	Subcommittee Chair DeAmicis Superintendent DeCristofaro Michael Draicchio Quincy Police Department Laura Owens
d.	The Health, Transportation, and Safety Subcommittee will increase communication with parents on the nutritional guidelines and standards of the Quincy Public Schools Wellness Policy.	<ul style="list-style-type: none"> • Agenda • Minutes • QPS Website/ Channel 22/ Social Media Platforms 	Subcommittee Chair DeAmicis Superintendent DeCristofaro Rita Bailey Sara Dufour Maura Papile Laura Owens
e.	The Health, Transportation, and Safety Subcommittee will monitor the planning, execution, and completion of initiatives relating to Diversity & Respect, Discipline & Attendance, and Substance Abuse Education & Prevention during the 2017-2018 school year.	<ul style="list-style-type: none"> • Agenda • Minutes • Initiative Timelines 	Subcommittee Chair DeAmicis Superintendent DeCristofaro Rita Bailey Maura Papile Laura Owens

Review of Items Currently in Health, Transportation, and Safety Subcommittee:

- (1) Positive Behavioral Interventions and Supports (PBIS) Referred to Subcommittee at the September 24, 2012 Special School Committee Meeting. Student Support Services working with elementary and middle schools to continue the implementation of this initiative.
- (2) Learn to Swim Referred at the September 10, 2014 Special School Committee Meeting. Monitoring the ongoing partnership between QPS and the South Shore YMCA.
- (3) Farm to School Referred at the September 10, 2014 Special School Committee Meeting. Monitoring the Implementation Grant rollout, a collaboration of QPS and the Planning Department.
- (4) Before School Exercise Programs Referred at the September 10, 2014 Special School Committee meeting. Monitoring the implementation of these programs across QPS.
- (5) Peer Mentoring for Grade 9 Students Referred at the September 29, 2015 Special School Committee meeting. Monitoring the implementation of this program at both high schools.

* *Items to consider for removal/projects completed or initiatives running for two or more years.*

Policy Subcommittee

Chairperson: Paul Bregoli

Team Members: Kathy Hubley, Barbara Isola

Purpose: The Quincy School Committee Policy Subcommittee reviews, discusses, modifies, and approves Policy for the Quincy Public Schools system.

Goal: The Policy Subcommittee will facilitate any and all Quincy Public Schools Policy matters in Subcommittee and full School Committee sessions during the 2017-2018 school year.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	The Chair will plan and post Policy Subcommittee meetings as appropriate. <i>PROPOSED MEETING DATES:</i> October 4, 2017; January 17, 2018; and additional dates TBD	<ul style="list-style-type: none"> • Agenda • Minutes 	Subcommittee Chair Bregoli Superintendent DeCristofaro Deputy Superintendent Mulvey Laura Owens
b.	The Chair will facilitate the review and modification of School Committee Policy as needed to reflect changes to the Massachusetts General Laws.	<ul style="list-style-type: none"> • Agenda • Minutes • Policy Manual 	Subcommittee Chair Bregoli Superintendent DeCristofaro Deputy Superintendent Mulvey Laura Owens
c.	The Chair will provide a draft school calendar to be reviewed and approved for the school year 2018-2019.	<ul style="list-style-type: none"> • School Calendar 2018-2019 	Subcommittee Chair Bregoli Superintendent DeCristofaro Quincy School Committee All Stakeholders Laura Owens
d.	The Chair will review and facilitate School Committee approval of the Quincy Public Schools' Technology Planning & Training Program Improvement Plan.	<ul style="list-style-type: none"> • Agenda • Minutes • Technology Planning & Training Program Improvement Plan 	Subcommittee Chair Bregoli Superintendent DeCristofaro Keith Segalla Laura Owens
e.	The Policy Subcommittee will monitor the implementation of the Quincy Public Schools' Technology Plan.	<ul style="list-style-type: none"> • Agenda • Minutes • Technology Plan 	Subcommittee Chair Bregoli Superintendent DeCristofaro Keith Segalla Laura Owens
f.	The Policy Subcommittee will work with Superintendent DeCristofaro to review and propose updates to the School Committee Policy Handbook for consideration by School Committee during the 2017-2018 school year.	<ul style="list-style-type: none"> • Agenda • Minutes • Policy Book 	Subcommittee Chair Bregoli Superintendent DeCristofaro Laura Owens

Review of Items Currently in Policy Subcommittee:

- (1) Graduation Requirements Referred to Subcommittee at the September 7, 2011 School Committee Meeting and discussed at the October 11, 2011 School Policy Subcommittee. The discussion centered around adding a fourth year of Math as a graduation requirement; the issue is tabled until more is known about the impact of the new Common Core Standards on the Massachusetts frameworks.
- (2) Advertising/Sponsorship Opportunities Referred at the June 13, 2012 School Committee Meeting. Review and discussion of amending the existing policy requested to explore the possibility of raising revenue by accepting advertising sponsorships.
- (3) Review of High School Academic and Extracurricular Programs Referred at the November 13, 2013 School Committee Meeting. A comparison of the offerings at both schools to be analyzed to ensure equitable and parallel opportunities for all students at both facilities.
- (4) Middle School Grading System Referred at the December 10, 2014 School Committee meeting for review and discussion.
- (5) Voter Registration at the High Schools Referred at the September 16, 2015 School Committee meeting for discussion of implementation with the City Clerk's Office.
- (6) School Committee Policy Book Referred at the January 13, 2016 School Committee meeting for review and updating as needed.
- (7) QPS Employment Opportunities Referred at the May 18, 2016 School Committee meeting for further discussion on the advertising and hiring process for open positions.
- (8) NQHS Mascot Referred at the November 9, 2016 School Committee meeting.

* *Items to consider for removal/projects completed or initiatives running for two or more years.*

Special Education Subcommittee

Chairperson: Anne Mahoney

Team Members: James DeAmicis, Emily Lebo

Purpose: The Quincy Public Schools Special Education Subcommittee works directly with the Quincy Parent Advisory Council to Special Education in order to share and discuss Special Education issues within the Quincy Public Schools.

Goals: To facilitate communication about the implementation of the Special Education Program Improvement Plan by monitoring and reporting on compliance with Special Education regulations and supporting initiatives to increase communication and professional development for parents and teachers.

	Action Steps / Timeline	Evidence	Person(s) Responsible
a.	During the 2017-2018, the Special Education Subcommittee will review, approve, and forward the Special Education Program Improvement Plan to the Quincy School Committee.	<ul style="list-style-type: none"> • Agenda • Minutes • Special Education Program Improvement Plan 	Subcommittee Chair Mahoney Superintendent DeCristofaro Maura Papile Erin Perkins Laura Owens
b.	The Special Education Subcommittee will schedule and plan for meetings with QPAC during the school year 2017-2018. <u>PROPOSED MEETING DATES:</u> October 18, 2017; January 17, 2018; May 9, 2018	<ul style="list-style-type: none"> • Agenda • Minutes 	Subcommittee Chair Mahoney Superintendent DeCristofaro Maura Papile Erin Perkins QPAC Board Members Laura Owens
c.	The Special Education Subcommittee will monitor the planning, execution, and completion of initiatives relating to High School Special Education Pathways, Middle School Mathematics, and Inclusion Classes during the 2017-2018 school year.	<ul style="list-style-type: none"> • Agenda • Minutes • Initiative Timelines 	Subcommittee Chair Mahoney Superintendent DeCristofaro Maura Papile Erin Perkins QPAC Board Members Laura Owens
d.	The Special Education Subcommittee will collaborate with QPAC and the Special Education staff to plan Parent Academies to provide information on topics including Rights & Responsibilities and programmatic initiatives during the 2017-2018 school year.	<ul style="list-style-type: none"> • Agenda • Minutes • Parent Academy Flyers • QPS Website & Social Media Platforms 	Subcommittee Chair Mahoney Superintendent DeCristofaro Maura Papile Erin Perkins QPAC Board Members Laura Owens

Teaching and Learning Subcommittee

Chairperson: Barbara Isola

Team Members: Kathryn Hubley, Emily Lebo

Purpose: The Quincy School Committee Subcommittee on Teaching and Learning works with the Superintendent's Leadership Team to consistently discuss Curriculum, Instruction, and Assessment initiatives and practices within the Quincy Public Schools.

Goals:

1. The Teaching and Learning Subcommittee will review the Academic Program Improvement Plans, the School Improvement Plans, the system/site assessment information, and the District Profile during the 2017-2018 school year.

	Action Steps / Timeline	Documentation	Person(s) Responsible
a.	<p>The Teaching and Learning Subcommittee will review and approve the School Improvement Plans for Quincy Public Schools Elementary, Middle, and High Schools during the school year 2017-2018.</p> <p><u>PROPOSED MEETING DATES:</u> October 18, 2017; October 24, 2017; November 1, 2017; November 2, 2017; January 17, 2018; May 9, 2018</p>	<ul style="list-style-type: none"> • Agenda • Minutes • School Improvement Plans 	<p>Subcommittee Chair Isola Superintendent DeCristofaro Elementary, Middle, and High School Principals Laura Owens</p>
b.	<p>The Teaching and Learning Subcommittee will review and approve the Academic Program Improvement Plans: Early Childhood Education, Literacy, English Learner Education, and Career and Technical Education during the 2017-2018 school year.</p> <p><u>PROPOSED MEETING DATES:</u> October 4, 2017; October 18, 2017</p>	<ul style="list-style-type: none"> • Agenda • Minutes • Academic Program Improvement Plans 	<p>Subcommittee Chair Isola Superintendent DeCristofaro Beth Hallett Madeline Roy Keith Segalla Laura Owens</p>
c.	<p>The Teaching and Learning Subcommittee will approve the Quincy Public Schools' Professional Development Plan for the 2017-2018 school year.</p>	<ul style="list-style-type: none"> • Agenda • Minutes • Professional Development Plan 	<p>Subcommittee Chair Isola Superintendent DeCristofaro Beth Hallett Maura Papile Erin Perkins Madeline Roy Keith Segalla Laura Owens</p>

d.	The Teaching and Learning Subcommittee will review and approve the Quincy Public Schools Assessment Calendar for the 2017-2018 school year.	<ul style="list-style-type: none"> • Agenda • Minutes • Assessment Calendar 	Subcommittee Chair Isola Superintendent DeCristofaro Beth Hallett Erin Perkins Madeline Roy Laura Owens
f.	The Teaching & Learning Subcommittee will monitor the planning, execution, and completion of initiatives relating to Aspen Gradebook 100, Principals Path, Middle School Integrated Learning Teams, Digital Learning and Dual Enrollment during the 2017-2018 school year. <u>PROPOSED MEETING DATES:</u> January 29, 2018; March 5, 2018; April 2, 2018; April 30, 2018	<ul style="list-style-type: none"> • Agenda • Minutes • Initiative Timelines 	Subcommittee Chair Isola Superintendent DeCristofaro Beth Hallett Erin Perkins Madeline Roy Laura Owens

- To be informed and updated on all issues regarding standards-based curriculum, instruction, and assessment and related professional development while analyzing, researching, and determining curriculum and assessment needs and their costs by March/April 2018.
- To be informed and updated on all issues regarding technology planning and training for digital learning, instruction, assessment, student management, and home/school communication while analyzing and determining technology needs and their costs by March/April 2018.

Review of Items Currently in Teaching & Learning Subcommittee:

- Advanced Program Pathways Referred at the May 20, 2015 School Committee Meeting to review opportunities to challenge above-level students at all grades.
- Enrollment Data/Class Size: Referred at the October 14, 2015 School Committee meeting for further review and discussion.
- Superintendent Evaluation Referred at the September 7, 2016 School Committee meeting for preparation and procedure.
- MCAS 2.0 Referred at the November 9, 2016 School Committee meeting to review preparations for students for the newest version of the MCAS, particularly Grades 4 and 8 which will be testing online in Spring 2017.
- Choral Music Program Review Referred at the March 15, 2017 School Committee meeting for further review and discussion of K-12 sequential/standards-based program.

** Items to consider for removal/projects completed or initiatives running for two or more years.*

Rules, Post Audit, and Oversight Subcommittee

Chairperson: Paul Bregoli

Team Members: Kathryn Hubley, Anne Mahoney

Purpose: The Quincy School Committee Subcommittee on Rules, Post Audit, and Oversight supports members of the Quincy School Committee by researching unique School Committee legal issues.

Goals: The Rules, Post Audit, and Oversight Subcommittee will meet as unique issues occur and are referred.