

*Quincy, MASSACHUSETTS – September 24, 2012*

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Special Meeting of the Quincy School Committee

A special meeting of the Quincy School Committee was held on Monday, September 24, 2012 in the Gillooly Room of the NAGE building. Present were: Mr. Paul Bregoli, Mrs. Kathryn Hubley, Mayor Thomas Koch, Chair, Mrs. Emily Lebo, Mrs. Anne Mahoney, and Ms. Barbara Isola, Vice Chair.

Special Meeting

Vice-Chair Presiding

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There was a moment of silence for Merrymount student Ethan Coffey and his father Thomas Coffey, who were killed in an accident over the weekend.

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The Superintendent called the roll and Mr. Bregoli, Mr. McCarthy, and Mayor Koch were absent. Also present were: Dr. Richard DeCristofaro, Secretary; Ms. Laura Owens, Clerk; Mr. Draicchio, Mrs. Fredrickson, Ms. Hallett, Mrs. Kisielius, Mrs. Morrissey, Mr. Mullaney, Mr. Mulvey, Mrs. Papile, Mrs. Roberts, Ms. Roy, Mr. Keith Segalla; and Mrs. Tracey Christello, representing the Citywide Parents' Council.

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As no one requested to speak at Open Forum, the School Committee went on with the business at hand.

Open Forum

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There was no Approval of Minutes or Superintendent's Report on the Agenda, so the Vice Chair moved directly to Old Business and noted that the minutes from the January 28, 2012 Special School Committee meeting had been included in the School Committee packets should anyone need to refer to them.

Old Business

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Ms. Isola then moved to the New Business section of the Agenda and spoke about the purpose of the meeting: for each Subcommittee chair to look at their current goals and Agenda items, review the status of each one, and set a time frame for achieving those goals. Ms. Isola expressed her appreciation for everyone taking the

New Business

time to participate in this evening’s meeting, noting that last January’s Special School Committee meeting was very effective in terms of what was accomplished over the rest of the school year.

Mayor Koch arrived at 5:40 pm.

Dr. DeCristofaro then spoke about the District Improvement Plan, the Team Organization structure, and the focus on working in a team and having common goals. Quincy Public Schools is a distributive model of management, with each person in the system having a place in site-based or system-wide teams. The school system is focused on curriculum and instruction, both organizationally and through budget appropriations. Each team reviews the Framework standards, key questions, indicators, and benchmarks to plan their work and then work their plan through goal setting aligned with documentation and other sources of evidence. The Department of Elementary and Secondary Education (DESE) has standards and indicators that are aligned with the Quincy Public Schools Standards; the Team Alignment chart illustrates which standard each team works under. The School Committee falls under Standard 1, Leadership, Governance, and Communication. DESE Conditions of School Effectiveness are used by the schools at all levels in developing and assessing their goals. The DESE District Analysis, Review, and Assistance Tool (DART) information will be incorporated into the updated Annual System Profile and Progress Report. Other components of the District Improvement Plan include the Technology Plan, the Professional Development Plan, the Budget Book, and the School and Program Improvement Plans. The District Improvement Timeline shows the cycle for each of the District Improvement Plan’s components for planning, implementing, assessing, and reflection. All of the components are readily available to the public on the Quincy Public Schools website on the QPS Info page; an Overview links to each of the District Improvement Plan’s components and supporting documentation.

District Improvement Plan Overview

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The School Committee and Superintendent and Leadership Team members present then split up into Subcommittee groups to discuss their goals and to review the items on the Agenda for each Subcommittee. A draft calendar of proposed meeting dates for the October and November review of Program Improvement and School Improvement Plans was shared for each Subcommittee to consider.

District Improvement Plan ~ School Committee Connections

Mr. Bregoli arrived at 6:05 pm.

When the group discussion resumed, each Subcommittee had the opportunity to propose additions and changes to their goals and to set meeting dates. For the School Committee Purpose statement and Goal, all agreed to leave to them as they are currently worded. For the *Budget and Finance Subcommittee*, their goal and purpose will stay the same, but the meeting calendar will be revised back to quarterly meetings. The meeting dates for this year are: October 22, 2012; January 14, 2013; April 8, 2013; and April 29, 2013, which will be the first meeting for the FY2014 budget. All meetings will be held at 5:00 pm. For the *Health, Transportation and*

*Safety*, the first two items on the School Committee Agenda are ongoing. The third item is about safety enhancements for the Middle and High School science labs. Mr. Keith Segalla updated the School Committee that the middle schools have had signage and first aid kits installed; for ongoing monitoring and replenishment, the High School Safety Teams will be responsible in their buildings and the possibility of creating these for the Middle Schools is being explored. This item will also be retained on the Agenda to be reviewed at a later date. An additional item was referred to this Subcommittee, Positive Behavior Interventions and Support (PBIS), an initiative that will be piloted at the Parker, Lincoln Hancock, and Marshall Elementary Schools with Student Support Services. The next Health, Transportation, and Safety Subcommittee meeting is November 15, 2012 and the Health Services, Student Support Services, Food Services, and Transportation PIPs will be reviewed. For the *Policy Subcommittee*, all items currently in Subcommittee on the Agenda will be retained. The first meeting will be October 9, 2012 to review the Instructional Technology PIP and set priorities for the fall among the items currently in Subcommittee. There will also be a Policy Subcommittee meeting on October 25, 2012. The *Special Education Subcommittee* has its first meeting on October 17, 2012; the remaining meeting dates are January 16, 2013; March 27, 2013; and May 15, 2013. The goals for this year were set at the last Subcommittee meeting in May and include facilitating communication about the implementation of the Special Education Program Improvement Plan by further developing the website to include updated information; monitoring and reporting on progress report distribution, IEP implementation, the adoption of the substitute checklist, the rollout of the new parent guide and Special Education Handbook; and updating the Special Education Program Booklet. The Teaching and Learning Subcommittee retained their first goal and updated the second and third goals to be: (2) To be informed and updated on all issues regarding the Massachusetts Frameworks and to work with the district to align and implement curriculum, assessment, and instructional practices while analyzing and determining curriculum needs and their costs by March 2013. (3) To be informed and updated each fall on data indicators that will describe trends and proficiency gaps and work with the district to identify opportunities to improve. In addition to meetings to review the Elementary, Middle, and High School Improvement Plans and the Academic Program Improvement Plans, the Teaching and Learning Subcommittee will hold a meeting on November 26, 2012 to discuss the Annual District Profile and Progress Report and Graduation Requirements; the Policy Subcommittee will also be invited to attend. At a meeting on December 17, 2012, the Teaching and Learning Subcommittee will discuss the new Educator Evaluation System; Kevin Mulvey will be invited to attend, along with the Policy Subcommittee. Beginning in January, the Teaching and Learning Subcommittee will meet on the third Monday of the month, as needed. Mrs. Lebo asked about moving the Graduation Requirements item from the Policy Subcommittee to the Teaching and Learning Subcommittee; this will be discussed at the October 9, 2012 Subcommittee. Dr. DeCristofaro will follow up with Mr. McCarthy about the *Facilities and Security Subcommittee Meeting* on October 16, 2012 and reviewing the Subcommittee's goals and items currently on the Agenda.

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There was no Additional Business, Communications, Reports of Subcommittees, or Executive Session.

On a motion by Mrs. Hubley, seconded by Mrs. Mahoney, the Special School Committee Meeting was adjourned at 6:45 pm. The ayes have it.

Adjournment