

Salem School Committee  
Committee of the Whole Meeting Minutes  
Monday, December 10, 2018

A Committee of the Whole (COW) meeting of the Salem School Committee was held on Monday, December 10, 2018 at 5:48 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

**Members Present:** Ms. Mary Manning, Mr. James Fleming, Ms. Kristine Wilson, Ms. Ana Nuncio, Mr. Manny Cruz, and Mayor Kimberley Driscoll

**Members Absent:** Ms. Amanda Campbell

**Others Present:** Margarita Ruiz, Superintendent

**Introduction**

Mayor Driscoll called the meeting to order and explained that the discussion this evening is to review goals for the Superintendent for the upcoming school year cycle. This is part of a process managed by the School Committee, with the guidance from DESE under the state statute. Mayor Driscoll continued they have identified, in terms of categories, the student-learning goal that fit under two of the pillars of their strategic plan. There is also a Professional Practice and District Improvement goal laid out through the DESE process. Ms. Driscoll continued that the task this evening is to develop joint goals with the Superintendent for the next evaluation year and typically starts with the Superintendent proposing some goals.

**Superintendent Evaluation Goals for 2018-19**

Superintendent Ruiz referred to the revised December 20, 2018 draft evaluation goals for the 2018-2019 school year and explained that the memo involves student-learning goals, divided into groups for grades 3 through 8 and goals for the Salem High School. Ms. Ruiz talked about the three measure points they would be looking at: Increasing the Average Scaled Scores on the ELA and Math MCAS assessments by three points, increasing the SGP by two points, and increasing the CPI for Science by at three points – overall for Math and Science in grades 3 through 8. Ms. Ruiz walked members through the memo and shared further details of each.

Members engaged in discussion on the three categories of student learning goals, expectations, and how goals and progress are measured (how data is presented) against state average (how Salem is performing as compared to the state average). Members agreed the data could be structured to show the overall baseline specifics, in terms of meeting or exceeding expected goals in comparison to state average by grade. Overall, average goal data composition would provide the answer to the questions: “How is Salem making progress and where they are going?” Members shared input on how data could present evidence on how goals are being met (baseline being grades 3-8 and then by grade level as opposed to the states’) and the same for High School grades. Members continued to engage in discussion.

Members agreed that Superintendent Ruiz would provide a baseline data for review and discussion at a following Committee of the Whole (COW) meeting. Superintendent Ruiz continued to walk members through the draft evaluation goals for the 2018-19 School Year. School Committee members discussed interest in viewing an increase in data related to diversity, a goal on equity, rather than having a focus on an increase in enrollment/the number of students. Members talked about an increase in the number of subgroups and minority students that have access to accelerated

opportunities. Members continued to discuss the student achievement goal, the strategic plan, and possibility of other more respective measurements.

Members agreed on the thought of additional items that might have a metric to it with respect to the strategic plan in particular, more specificity to the strategic plan implementation and a goal and where that focus should be. Detail in some areas would be emphasized. Superintendent Ruiz would continue to implement the district's strategic plan and to address any priority findings or concerns that may be identified through the DESE District Review process, one being chronic student absenteeism. One of the goals for improvement is to address chronic absenteeism. Superintendent agreed to provide a baseline for chronic staff absenteeism. In addition, more specificity on where the focus should be and a goal would be given to the strategic plan implementation. Other things School Committee members may want to incorporate into the district's improvement goal are infrastructure and conditions for success, highlighting pillar 4, the engagement piece for High School student engagement and increasing diverse student engagement in extracurricular activities (Equity and Access).

#### **Discussion on Professional Practice Goals**

Members discussed the option of working with an outside professional for monitoring a 360-degree staff feedback to help build a strong and better culture team in the district, in terms of their leadership and teachers. Members engaged in further discussion.

#### **Conclusion**

Members agreed to more specificity to the strategic plan, addressing chronic absenteeism, a student engagement goal, and consideration of seeking an outside professional for the process of obtaining staff feedback.

#### **Adjournment**

There being no further business to come before the Committee of the Whole (COW) School Committee meeting Mr. Cruz motioned to adjourn. Ms. Nuncio seconded the motion. The motion carried. The meeting was adjourned.

Respectfully submitted by:

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Angelica Alayon, Secretary  
Salem School Committee

#### Meeting Materials

Superintendent Evaluation Goals SY2018-19 Draft Memo Revised 12/10/18