

**Woburn School Committee,
Woburn Public Schools
55 Locust Street
Woburn, MA 01801**

A regular meeting of the Woburn School Committee was held on December 14, 2022, in the Conference Room of the Joyce Middle School, located at 55 Locust Street, Woburn, Massachusetts, starting at 7:00 p.m.

For the purposes of simultaneous viewing, the School Committee arranged for the livestream of the meeting via Woburn Public Media YouTube Channel.

CALL TO ORDER & ROLL CALL

Mrs. Chisholm-Present, Ms. Cormier-Present, Ms. Crowley-Present, Mr. Kisiel-Present, Mr. Lipsett-Present, Mr. Mulrenan-Present, Dr. Wells-Present

EXECUTIVE SESSION

A motion was made to suspend the regular order of business to move the executive session to the back end of the meeting. There will not be a Level 3 Grievance, but there will be a Contract Negotiation Update.

Motion was seconded, all in favor. Motion passed 7-0.

APPROVAL OF MINUTES

Msn Cormier made a motion to approve the 10.24.22 SC Minutes.

Motion was seconded, all in favor. Motion passed 7-0.

Ms. Cormier made a motion to approve the 11.15.22 SC Minutes.

Motion was seconded, all in favor. Motion passed 7-0.

PUBLIC COMMENT

None

STUDENT REPRESENTATIVE TO THE SCHOOL COMMITTEE

Student Representative Brandon Rabuffetti presented tonight.

Calendar

- 12/16- WMHS Winter Dance
- 12/19- Winterfest at WMHS from 5:30-8:30 in the auditorium
- 12/20- High School Progress Reports will be distributed
- 12/23- Christmas Break! WMHS Early dismissal at 11:30
- January 3rd: Schools Reopen

Announcements

- **DECA:** Mrs. Keenan will be taking close to 100 students from the DECA Club to participate in the DECA competition at the Royal Plaza and Hotel Trade center in Marlborough on the 15th. WMHS wishes all students who are participating the best of luck.

- **Winter Fest:** The Marching Band, Concert Band, Chorus and A cappella Choir will be putting everything they have learned on display at Winterfest this Monday. Mr. Gilbertie cordially invites all School Committee members to attend. Doors open at 5:30.
- **Update on Anastasia from Mr. Thomas and supporting staff:**
We experienced a slight dip in our theater student numbers from last year compared to this year (20 highly involved seniors graduated), but over 50 students were in the Cast and Crew of *Anastasia*. We continued to raise our expectations for quality, and commit to better community outreach. In November, we had a successful 9-school tour of Woburn, performing two scenes from *Anastasia* at each school. This resulted in a palpable buzz in the community, and ultimately, we sold over 1300 tickets over three performances, about 300 more than the previous production, with a great deal more vertical integration from elementary and middle schools up to the high school level--people in the City of Woburn are getting excited about theater.

EmbRACE: The WMHS embRACE Club has been busy this month! On December 4, Student Leaders and other club members shared their stories about holidays that they celebrate at the Know Your Neighbor Woburn event. Over 100 people were in attendance, and many elected officials and community members reached out to the club Advisor Amy Cardoso afterwards to comment on how articulate and intelligent the students were in educating the public about holiday traditions from various cultures.

embRACE Club members also wrote out 200 holiday cards to all WMHS staff members to thank them for their hard work and to spread some holiday cheer.

Last Saturday's vigil of remembrance and hope for victims and survivors of gun violence was the 3rd annual one in which embRACE has participated. And this year, because Arlene Meara-King was the keynote speaker, Loren Baccari and some of the MEARA Team (formerly called the Dating Violence Task Team or DVTT) were in attendance as well. It was a great showing of WMHS students for a worthy cause.

The lead organizers were very impressed with how willing the embRACE Club members were to help (acting as greeters, passing out programs, dimming the lights at the right time, reading the names of Sandy Hook victims from the altar, etc.) and their great behavior in the audience (quietly paying attention and not using phones). WMHS embRACE will work with the organizing team again in the spring to attend Woburn's annual Gun Violence Awareness & Prevention Proclamation Reading at City Hall in early June.

REPORTS/PRESENTATIONS OF SUPERINTENDENT & STAFF

WCEF, Maureen Willis

Ms. Willis thanked the committee for allowing her to come tonight to talk about the work the WCEF has been doing in the Woburn Public Schools.

The Educator Grant Program is currently open. They accepted proposals December 5, 2022 through January 17, 2023. Awards will be announced in early March. The budget for this year is \$25,000 to be awarded in grants up to \$1,000 for any project in any school that cannot be funded by the school budget.

This year, WCEF is also opening a second grant program. This will open after the Educator Grant Program is closed. This is a Professional Development Grants Program. They will accept proposals January 18, 2023 through April 28, 2023. This is going to be piloted this year to gauge the interest of the educators. The budget for this is a total of \$5,000 to be awarded in grants up to \$500.

WCEF continues to fund the Lexia Reading Program through their partnership with the Cummings Foundation. This is funded through a \$200,000 grant that was awarded in 2021. This is paid out \$20,000 per year and focuses on students in grades K-3 reading below grade level.

Through their partnership with Winning Home Foundation, WCEF is bringing a new 3-year \$60,000 grant to the students at the Joyce and Kennedy Middle Schools.

The Winter Raffle is running online January 23, 2023 through February 4, 2023; winners will be drawn on February 6, 2023.

The Gourmet Gala is a new event and will be held on March 25, 2023 at Woburn Country club. There will be a four-course dinner with wine pairings; silent and live auction.

Woburn's Awesome Teacher Tribute is a campaign that runs May 8th through May 26th. Tributes will be delivered in person by WCEF Board Members during the first 2 weeks of June.

Future Planning for the Woburn Hall of Fame. This event will be held in May 2024.

Science updates. Kim Gustenhoven

Ms. Gustenhoven, Science Curriculum Coordinator began by telling the committee about the Innovation Pathway Designation. This is a program run with the Governor for college career readiness right out of high school. There are two pathways at the high school; biotechnology and advanced manufacturing. Ms. Gustenhoven brought the committee up to date with where they are at with their money raising. We are fortunate to have received a number of grants.

Innovation Pathway Designation 2020

- IP Planning Grant \$30,000

- IP Implementation Grant \$30,000

- PLTW Engineering Grant \$40,000

- PLTW Engineering Grant \$40,000

- Cummings Grant \$100,000

- 20-21 Skill Capital Grant \$1,000

- Gateway Kennedy Grant \$25,000

- Gateway Joyce Grant \$25,000

- 21-22 Skills Capital Grant \$75,000

All of these grants have gone to the purchasing of equipment for a biotech lab, training teachers who have gone to programming over the summer and are going to programming throughout the school year. They have to be certified to teach the PLTW (Project Lead the Way) curriculum. We have been fortunate to have staff that has been more than willing to work with us on these projects.

This past March we received the Mass. Life Sciences Center Grant for \$240,000. This grant also supports these two pathways. Woburn became part of the PBL Works Program which is project based learning. We are part of the second cohort in the state of Massachusetts that are training teachers to teach using project based learning which is more hands-on learning; real-world problem solving higher order thinking style of learning.

School Year 2022-23

- IP Support Grant \$41,250
- Mass. Life Science Center Grant \$240,000
- Skills Capital FY23 \$150,000
- PBL Works Cohort 2
- DESE Support Grant \$50,000

Ms. Gustenhoven gave an update on the Innovation Pathways.

Biotechnology

- Converting a book room into a biotech laboratory
- Purchasing new equipment to simulate a clean room
- Providing experience comparable to college
- Working with Mass Hire to create possible internship opportunities
- Seeking dual enrollment

Advanced Manufacturing

- Converting the workshop to a manufacturing environment
- Purchasing new equipment for students to gain workplace level experience
(augmented reality welding, mock manufacturing process equipment)
- Training for staff
- Implementing PLTW programming (EE, IED, CIM)
- Summer programming with certification Center for Manufacturing Technology

PLTW

- College Credit for our PLTW courses (RIT, UMass Lowell, WPI, Wentworth)
- Project Based Learning Experiences
- Training for teachers
- Equipment and consumables for student labs
- Vertical alignment for MS to HS
 - 93% PBS (Principles of Biomedical Science course) qualified for college credit
 - 71% HBS (Human Body System course) qualified for college credit
 - 100% EE & IED (2 Engineering courses) qualified for college credit

Lab Assistant Program

This year we started a Lab Assistant program. We have 5 students and they help prepare the chemistry that is going to be used in the lab, the gels for DNA study and they set up all the laboratory settings according to what the teacher wants. They also clean up and control the disposal method. They have been really helpful.

Advanced Manufacturing Summer Program

The Center for Advanced Manufacturing is a family-owned company in Woburn. They are working with us on this program. They are willing to write letters of recommendation when students apply to schools or jobs following all of this training.

Bologna Italy Project

This is the second year we are doing this with a high school in Italy. We were contacted by the Italian Consulate in Boston. They interviewed a number of schools and we were selected to work with this science school in Italy. We livestream with the kids in Italy. Due to the 6-hour time difference, we do it early in the morning and they stay after school.

January 2023-Students will meet virtually, introduce our schools, discuss the project and breakout for students to talk.

February 2023-All students (Boston & Bologna will participate in an e-board game EcoCEO developed by Italian National Research Council.

March-April 2023-Both schools present results from Ecological Footprint Questionnaire. Compare and contrast between Italy and the USA.

Presentation of group work.

PBL Cohort 2

PBL is:

- Project Based Learning

- Provide students the opportunity to apply the skills they learn that are relevant and real-world

- Critical thinking, problem solving, collaboration presentation

Woburn is:

- Training high school staff to implement PBL

- This will progress to the middle school

- Will train all high school teachers within the next two years

PBL Project/Chemistry

These projects are extensive and can take more than a week to do. The culmination of the project is that you present to an audience. You go through a critique prior to your presentation with experts in the field. The students are getting a lot of practice in collaborative work.

MASS STEM WEEK - October 17-21, 2022

In middle school we had STEM week. This coincides with their curriculum they are studying in science.

Mass Insight Mock Exam and AP Science Programs

Mass Insight is a company that gives programming to schools to help improve AP test scores. They have Science Saturdays where speakers from all over the state come and work with the kids. Prior to the actual AP Exam they get to take a mock exam in their regular classroom and it is graded by the AP College Board scorers so they can see where they would fall.

- Advanced Placement Sciences

 - Biology

 - Chemistry

 - Physics 1

 - Physics C: Mechanics

 - Environmental Science

Dr. Wells asked Ms. Gustenhoven if the students took the AP Exam last year.

Ms. Gustenhoven told the committee they are required to take it and the school funds the cost of the test. She told the committee all of the AP students also take the mock exam.

Mr. Kisiel asked if there is training for the staff and students for the labs that are being created based on OSHA.

Ms. Gustenhoven said yes. The safety precautions they will need is done with the training of using the equipment.

Dr. Wells asked about the sustainability of the program. A lot of this is coming from grants. In the future, things will need to be replaced.

Ms. Gustenhoven told the committee the biggest cost is getting it in the door. The two cabinets that are coming and the incubator that is over \$30,000 just to buy them.

Dr. Wells wants to make sure when we are working on the budget to keep in mind what the anticipated costs will be moving forward. Equipment needs to be inspected every year and if something breaks down there is a repair cost. This can be a discussion at budget time.

Dr. Crowley thanked Ms. Gustenhoven for coming tonight. A million dollars in grants is unbelievable. He also thanked our science teachers for learning new things and providing opportunities to our kids.

Elementary School Improvement Plans

Dr. Crowley introduced Judy Merra, first year Linscott Elementary principal and Dr. Linda Riley, Altavesta Elementary principal.

Ms. Merra and Dr. Riley presented Goals 1 and 2 of the elementary school improvement plans.

Goal 1:

Student Learning

Build tiered systems of support that are data informed, comprehensive and culturally and linguistically supportive.

SIP Goal:

Grades K-3 Foundations: Increase fidelity of instruction and implementation of Foundations through the use of End of U Assessments and the Foundations Walkthrough Checklist.

Goal 2:

Professional Practice

Build tiered systems of support that are data informed, comprehensive and culturally and linguistically supportive.

SIP Goal:

During the 2022-2023 school year, ensure all elementary educators utilize the Fountas and Pinnell Classroom Scope and Sequence curriculum to guide pacing and improve vertical/horizontal alignment between grade levels.

Ms. Kristen Maloney, Hurd Wyman Elementary principal and Mr. Ken Kessarlis, Goodyear Elementary principal, presented Goals 3 & 4 of the elementary school improvement plan.

Goal 3:

Build systems and structures to support Deeper Learning and Effective Instructional Practices.

SIP Goal:

During the 2022-2023 school year, the WPS will support a district-wide commitment to equity for all students and staff. By participating with the SEED (Seeking Educational Equity Diversity) Project and the book, Unconscious Bias in Schools by Benson and Fiarman. WPS will continue working to create a culture that reflects, respects, and embraces the voices, perspectives, and differences arising from our diverse community.

Goal 4:

Build systems and structures to support Deeper Learning and Effective Instructional Practices.

SIP Goal:

During the 2022-2023 school year, elementary principals will actively participate in a book club surrounding Leading for Literacy by Fountas & Pinnell. Using this text, Principals will utilize FPC observation tools in learning walks during Literacy instruction in order to calibrate instructional feedback.

Mr. Wayne Clark, Shamrock Elementary principal and Mr. Rob Nickerson, Malcolm White Elementary principal presented Goal 5 of the elementary school improvement plans

Goal 5:

DESE—After School Programs:

Supporting Additional Learning Time (S.A.L.T.) Program

Collaboration with Boys and Girls Club and DESE 21st Century Grant.

Eligible MW students are provided after school enrichment programs, linked to the state frameworks.

Funding provided by DESE Century Grant. The MW provides the space, communication, and teachers for this program. Teachers will also support the program by recognizing targeted students and completing the DESE—Survey of Academic Youth Outcomes (SAYO) surveys to track student impact. The Boys and Girls Club provides an advisor who also takes part as a community member on the social concern.

After The Bell (ATB) Program

Collaboration with Boys and Girls Club and a DESE 21st Grant.

The Boys and Girls Club provides Shamrock K-5 students with free, before and after school enrichment programs linked to the state frameworks. Funding provided by DESE 21st Century Grant. The school provides the space and communication support for this program, as well as teacher support in the way of recognizing targeted students and supporting their after school learning.

Chair Dr. Wells opened it up to questions from committee members.

Dr. Wells asked the principals what their impression is of how our students are doing post COVID and what they saw with their students coming back. There have been a lot of newspaper articles about the lack of learning that occurred because of COVID and he wants to get a feel about that from our elementary principals.

Mr. Clark spoke about the Shamrock and said his current 2nd and 3rd grade students were definitely the most affected. Mr. Clark believes there are no more important grades socially than kindergarten and academically than first grade. Those two grades are so important and those are the kids that were affected by COVID who were at home a third of the year or were in the hybrid model. There is no replacement for being in school six hours a day. The teachers are working incredibly hard to close those gaps.

Mr. Nickerson agrees that the current 2nd and 3rd grade students are the ones who were the most negatively impacted. They are seeing the social emotional parts especially this time of year as we are approaching the holidays and the break. Students that normally get through the day very well are dealing with new issues or new stresses at home that probably weren't the case a few years ago.

Mr. Clark noted that the kindergarten students took longer to settle in because they didn't get out to preschool.

Mrs. Chisholm asked with the budget season approaching is there going to be anything of a surprise with enrollment or staffing. Is there anything out there that they would need?

Mr. Clark and Mr. Nickerson said no surprises. Mr. Clark said their goal is to maintain what they have been able to put together. They have some great intervention support and they need to build on that. These are the people who are making the difference. We can't put two teachers in a classroom but if we can have an interventionist come in and take a small group of kids, that is going to have a huge impact and the smaller that group is the better the impact. Mr. Clark said interventionists are hard to find because they are part time. We can afford them because they are part time but not as many people want those jobs.

Ms. Crowley told the elementary principals they did a great job tonight. Their school improvement plans reflect the district as a whole but also reflects the vision of each school.

Mr. Mulrenan asked about calming spaces and equipment that is used in the elementary schools.

Mr. Nickerson told the committee that there has been a lot of opportunity and need for these types of spaces. Through the Student Services department the elementary schools have received a lot of new materials; this is still being set up. School Adjustment counselors have made great strides in making sure when our students are in some sort of crisis, they have a place to take their time and decompress to get back to some sort of baseline to get back to a place where they can learn again. It is an important and fundamental part of what we are doing on a daily basis.

Dr. Crowley thanked the elementary school principals for their presentation tonight. He told the committee they are trying to create a throughline from the district to our schools to connect all of us together and that is happening with this plan.

Ms. Crowley made a motion to approve the Elementary School Improvement Plans.
Motion was seconded, all in favor. Motion passed 7-0.

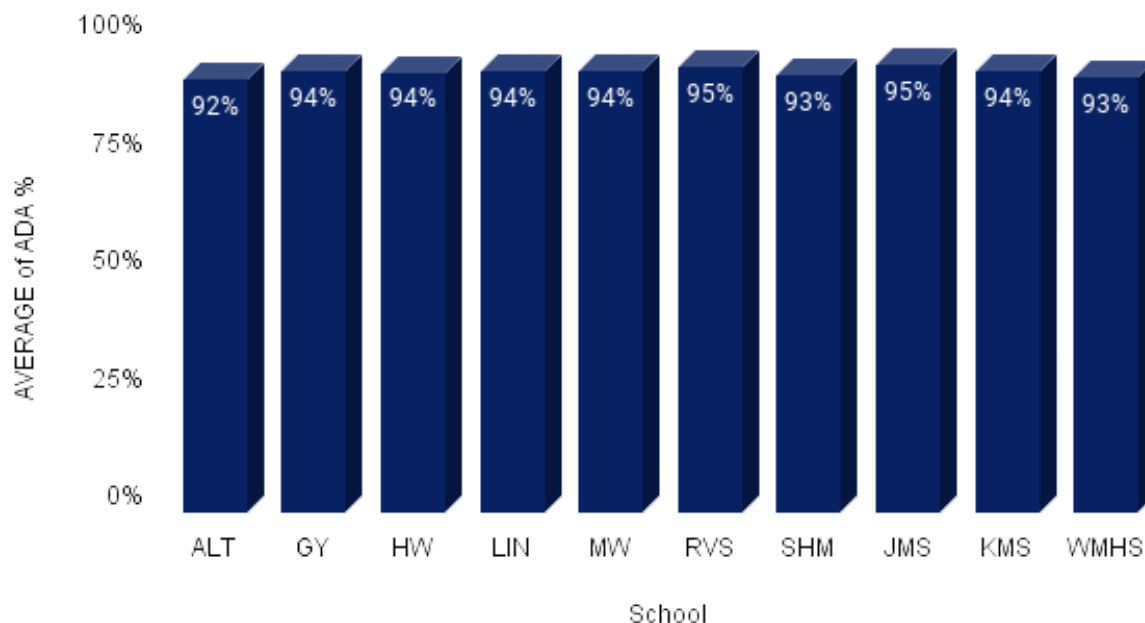
Data update, Courtney Young

Date Range = 9/8/2022-12/09/2022

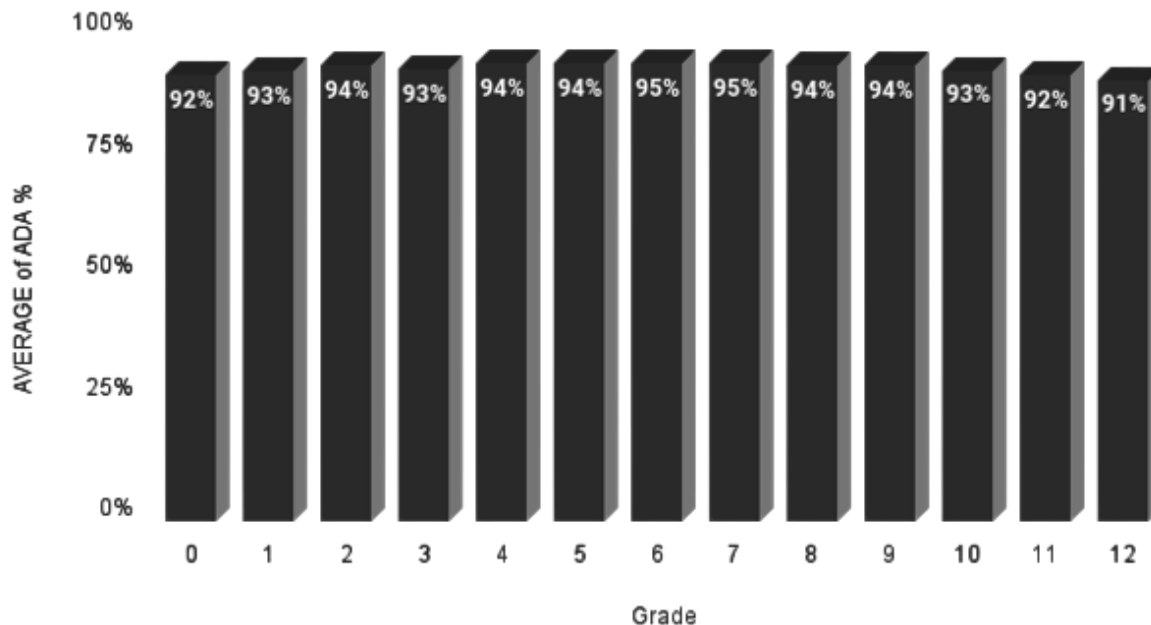
62 School days (34% of total days)

Grades K-12

% Average Daily Attendance by School



% Average Daily Attendance by Grade



As we hit our day 62 mark, Ms. Young told the committee she is working with principals as they have been in communication with families of students who might have some problems with chronic absenteeism. They have been setting up meetings with families and setting up individual plans. We are looking at data across the district for families that might need additional support.

Dr. Wells said there is a benchmark they need to meet and 93% sounds good, but we need to know what that benchmark is.

Ms. Young said when they see 10 or more absences, that is when they look at chronic absenteeism.

Dr. Wells would like to have the truant officers come in to speak about chronic absenteeism.

Approve superintendent goals

Dr. Wells told the committee they need to vote on the superintendent's goals; they had the presentation at the last school committee meeting.

Mr. Lipsett made a motion to approve the superintendent's goals.

Motion was seconded, all in favor. Motion passed 7-0.

SUBCOMMITTEE REPORTS

Finance Subcommittee

Mrs. Chisholm said they met on December 7th.

Questions were submitted, and answers were provided by Dave Dunkley and the admin team.

Ms. Cormier made a motion to approve the list of bills.

Motion was seconded, all in favor. Motion passed 7-0.

Ms. Cormier made a motion to approve the balance of accounts.

Motion was seconded, all in favor. Motion passed 7-0.

The subcommittee discussed the timeline for the 2023-2024 budget. The full committee will receive the budget on Feb. 14th. Finance will then go over the budget from Feb. 15th - April 25th. The plan is to submit the budget to the Mayor on April 28th.

Asst. Supt. Young brought a stipend request to the subcommittee. This will be on a trial basis for kindergarten registration. This will be for one person to do all of the kindergarten registrations system wide. This will hopefully streamline the process as well as assessing students who may need additional services earlier. This position will require working additional hours during the summer. This will be a \$5,000.00 stipend position. The subcommittee voted 3-0 to bring it to the full committee for a formal vote.

Mrs. Chisholm made a motion to approve the \$5,000
Motion was seconded, all in favor. Motion passed 7-0.

Mrs. Chisholm told the committee we need to put the rental agreement on the next agenda to vote.

Communications Subcommittee

Mr. Lipsett said they met on December 9, 2022.

Secure Storage Resolution

The subcommittee reviewed a proposed resolution regarding secure firearm storage notification, made edits, and recommended the resolution to the full committee by a unanimous vote.

The subcommittee recognized Ms. Diane Scinto for her advocacy and work on this resolution.

Dr. Wells has a concern for the student handbook as he does not know what the regulations are about information that can be in the student handbook.

Dr. Crowley would like to check with the attorney on the part of the student handbook.

Ms. Crowley suggested one solution would be to adopt the resolution and hold that paragraph; adopt the resolution and not publish it yet.

Ms. Cormier made a motion to adopt the resolution and hold that paragraph

Mr. Lipsett made a motion to pass the resolution but hold the publishing in the student handbook until we have legal opinion.

Motion was seconded, all in favor. Motion passed 7-0.

WPS Resolution Secure Storage

https://docs.google.com/document/d/1iVA1Z_ShZec5PugpgesF1eqYKqyCj9ww6v1UyNcaO6Y/e/dit?usp

School Committee Protocols

The subcommittee reviewed the School Committee Protocols draft that has been developed over several meetings. Two additions were made - first to clarify the role of the chair in summarizing correspondence for the public record, and second to create an annual signing off the protocols at each organizational meeting in January, so that members can affirm these protocols and work together to hold them. These protocols were also recommended to the full committee by a unanimous vote.

Ms. Cormier made a motion to pass the school committee protocols.

Mrs. Chisholm on the motion; had a question on materials to the school committee well in advance. It is hard to go through a lot of this in 24 hours.

Mr. Lipsett said a lot of this language is modeled on existing protocols. This came out of the workshop they did with MASC. In the workshop the number 48 hours was tossed around, but Mr. Lipsett did not want to hold the administration to something that might not be workable some of the time.

Dr. Wells suggested if anything requires a vote, please try to give the document to committee members as soon as possible.

Mr. Lipsett suggested adding the word substantive before changes. Edits to a google slides presentation, or adding a photo here and there is not substantive. Things that we have to deliberate on or take action on. Mr. Lipsett will edit as such.

There is a motion to approve this as modified.

Motion was seconded, all in favor. Motion passed 7-0.

Curriculum and Data Trends Subcommittee

Mr. Mulrenan said they have not met.

Personnel Subcommittee

Ms. Cormier said they have not met.

Resource & Capital Planning Subcommittee

Mr. Kisiel said they met on November 21, 2022.

They discussed the possibility of having a snack shack.

The discussion was about the possibility of a snack shack at WMHS near HS football field. Resident Marie Dellagrotte came forward to discuss and get info on what's involved. Jim Duran and Dave Dunkley have some info from a past study. Dave said Rich Haggerty was looking into permits, and he filed legislation to suspend some state building code for the bathroom portion of the project. It has not gained much ground in the House. More details will be needed to see if capital monies, friends of, or the regular school budget would be possible. Friends of possibility would need the money in an account before we could go out to bid. The subcommittee voted 3-0 to bring it to the full committee as an action item.

Dr. Wells suggested the subcommittee work with the high school principal and the school council to see if they want to move forward. He feels this is going to be a grassroots effort from the high school. Let's see if there is a desire and need to do this. We require people to man it. We will need to be working with the high school principal on the assessment of the desire and need. Mr. Kisiel said something else to consider is the janitorial staff because it is out of the realm of their regular hours.

Dr. Wells said the motion would be to present it to the high school principal, and he can talk to Mr. Duran and other support at the high school to see if they would want to go forward.

Motion was seconded.

On the motion, Mr. Mulrenan and Mrs. Chisholm had some concerns.

This was tried before, but could not move forward at the state level.

The 1st motion is to present it to the high school principal for further clarification and elaboration, The motion was seconded, all in favor. Motion passed 7-0.

Mr. Mulrenan made a second motion to send a letter to Representative Haggerty to ensure that he knows we are supporting his issue to resolve state guidelines.

The motion was seconded, all in favor. Motion passed 7-0

The Feasibility Study is well underway and Dave Dunkey said they are at the Dec 2022 (on time) portion of the timeline. Still shooting for the end of the school year 2023 for completion. Ms. Crowley suggested putting together a committee of stakeholders to help make some decisions on projects.

Proposal of a Turf Practice field was touched upon. \$300,000 is the cost to purchase the turf.

Student Services and Achievement Subcommittee

Ms. Crowley said they have not met.

Dr. Wells said they do want to have SEPAC come before the committee.

CORRESPONDENCE

Ms. Crowley would like to send a correspondence to Noah Thomas and Justine Thomas on the Anastasia play.

Ms. Crowley made a motion to send a correspondence to the Fine Arts department on the success of the Anastasia play.

Motion was seconded, all in favor. Motion passed 7-0.

Dr. Wells received correspondence from Mr. Genova.

Ms. Cormier let the committee know she will not be at the last two January school committee meetings because she will be away.

FUTURE AGENDA ITEMS

Dr. Wells said we do have an executive session to discuss the teacher negotiations.

Dr. Wells took the time to wish the committee and, on behalf of the committee, all staff members happy holidays, be safe, stay off the ice, and happy new year.

Ms. Chisholm made a motion to enter into the executive session.

Motion was seconded, all in favor. Motion passed 7-0.

ROLL CALL

Mrs. Chisholm-yes, Ms. Cormier-yes, Ms. Crowley-yes, Mr. Kieiel-yes, Mr. Lipsett-yes, Mr. Mulrenan-yes, Dr. Wells-yes

Mrs. Chisholm excused herself from the executive session.

Entered into the executive session at 8:55pm.

Dr. Wells announced we are back into regular meeting at 9:18pm.

No vote was taken during the executive session.

ADJOURNMENT

Ms. Cormier made a motion to adjourn.

Motion was seconded, all in favor. Motion passed 6-0.

Meeting adjourned at 9:19pm.

Respectfully submitted,

Jean MacLeod

Jean MacLeod

Recording Secretary