



# John F. Kennedy School

Teamwork • Integrity • Growth mindset • Empathy • Respect

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## Kennedy School Site Council Agenda

Date: September 25, 2025

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

Virtual option provided by PTA. <https://meet.google.com/hus-ndhd-nhx>

Recorder: Kristen Kennedy

[School improvement plan goals 25-27](#)

Time	Topic	Lead/Notes
3:00 – 3:05	Welcome & Introductions	Principal Last Thursday of month.
3:05 – 3:20	<p>What is a Site Council?</p> <ul style="list-style-type: none"> <li>• Purpose and responsibilities</li> <li>• How it functions and decision-making process</li> </ul>	<p>Principal : Looking for more attendance, staff and parents. ILT explaining how it helps PD for staff. They plan things around the School Improvement plan. Jimmy Vang our new equity coach. New team that will meet and plan ways to celebrate diversity of our school. Our goals are based around school committee goals. Our goals are at the top of the agenda.</p> <p>We look at our goals: How site counsel can help with goals, example Front playground. We do not need to vote for people to be on it. Decision making is based on budgets, can we use some of the budget for something specific.</p> <p>Meetings are open to anyone. We present every year to the school committee, 4/6/26. 3 year goals.</p> <p>SSC structured with participation from SEPAC and PTA to support the staff side of things? Discussing all the specialized programs and how the front lot will support all students.</p> <p>Academic excellence looks different for all, but how do we make sure they have what they need. After school</p>

		<p>activities, clubs, field trips for all students specifically transportation. District will pay for students with mobility challenges.</p>
<p>3:20 – 3:50</p>	<p>Strategizing Around Strategic Plan</p> <ul style="list-style-type: none"> <li>• Academic Excellence</li> <li>• Wellness &amp; Joy</li> <li>• Equity</li> <li>• Family Engagement</li> </ul>	<p>Group discussion  Students in our specialized programs don't have access to OST clubs, due to transportation times.  Goals: Strategic Plan  <b>1 Academic excellence</b>  staff implement tier 2 interventions. Small group, differentiation, looking at data. ELA Math Science data. Accountability data state/self. Attendance is a factor in the data. PD is around Tier 2 interventions. CPT every Wed . teachers work in their gr levels to go over data for interventions. Strength based scaffolding, MLL and SPED students.  <b>2. Identifying Best practices</b>, counseling, PBIS, Building confidence and stamina. All deserve the opportunity to achieve academic excellence. We have an ELA and Math coach.  Equity and academic goals, how do they support other students in the classrooms?  In every classroom students have IEP's , universal design will support all students.  Best practices Tier 2 will benefit all students.  <b>3. Wellness and Joy</b> SEL we use Second Step.  Conditions for learning survey to help with our ILT .  <b>4. Family Engagement</b> try to get families in for night activities. District does offer some evening activities, math night.</p>

3:50 – 3:58	Next Steps & Action Items	Recorder
3:58 – 4:00	<p>Good of the Order</p> <ul style="list-style-type: none"> <li>• Open floor for any final comments or announcements</li> </ul>	<p>All members</p> <p>Kat: Move us to action . How do we partner with different groups , check in with equity coach. Playground people are coming to school tonight.</p> <p>Jess: Funding arm of SEPAC are in touch with the district in offerings of PD around equity, wellness and joy. Bringing some training in for para professionals.</p>

Next Meeting Date: Oct 30, 2025

### Kennedy School Site Council Agenda

Date: October 30, 2025

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

Virtual option provided by PTA [Virtual zoom link](#)

Recorder: Kristen Kennedy

[School improvement plan goals 25-27](#)

3:00-3:05	Introductions if necessary	Notes
3:05-3:50	Brainstorm action steps for Site council and how it connects to our goals who will do what.	<ul style="list-style-type: none"> <li>• Steve would like to discuss class size</li> <li>• “All students in the district should feel welcomed and supported in their schools. We want to celebrate the diversity in our different schools.”</li> <li>• This isn’t a project to take on, but should be noted. <ul style="list-style-type: none"> <li>○ Focus should be positive, but how is this impacting? (i.e. needs in our large classes–MLE, Special</li> </ul> </li> </ul>

		<p>Education, etc.)</p> <ul style="list-style-type: none"><li>○ Becky: there is a working group discussing school choice—could we write a letter or present to them the findings we have around class sizes and needs.</li><li>● Are there things that we could put into action or start working on?<ul style="list-style-type: none"><li>○ Playground project already seeking input</li><li>○ Book room?<ul style="list-style-type: none"><li>■ Weeding through books; making a resource list</li><li>■ Meeting teacher needs</li><li>■ Logistically, how do we make this work?</li><li>■ Are there teachers that could support this work?<ul style="list-style-type: none"><li>● Making lists of how to judge the books?</li><li>● Supporting parents as they look through?</li></ul></li><li>■ Is there an equity audit that we can use?</li><li>■ Can we create a priority list?</li><li>■ What is bought for classrooms with Wit and Wisdom? Then how do we supplement?</li><li>■ Action step: Steve will email Kathleen Seward to ask about what we will receive and how we can supplement?</li><li>■ Action step: Jen will email Caeli</li><li>■ Action step:<ul style="list-style-type: none"><li>● 2 pages from each phonics pattern geode</li></ul></li></ul></li></ul></li></ul>
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		<p>so we know exactly what to look for in the teacher books to compare</p> <ul style="list-style-type: none"> <li>● Sight word lists to compare</li> <li>● Progression of phonics skills</li> </ul> <ul style="list-style-type: none"> <li>○ Supporting all students with high interest, equitable materials.</li> <li>○ Is this something we should be talking to the district about? Can we support other schools to start this? <ul style="list-style-type: none"> <li>■ Action step: Kristen will email all principals to find out if they have one, and if they want to learn about what we are doing to support them?</li> </ul> </li> <li>○ As we start this work, and look at the materials we might want to purchase, can we share this out with other schools?</li> </ul>
3:50-4:00	Good of the order	

## Kennedy School Site Council Agenda

Date: December 18, 2025

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

[Join the meeting now](#) (wait until 3pm December 18th)

Meeting ID: 246 642 371 583 82

Passcode: av2kZ2cD

3:00-3:05	Introductions	notes
3:05-3:50	<p>Bookroom, updates and further ideas for site council Upcoming school committee presentation.</p> <ul style="list-style-type: none"><li>• <a href="#">folder</a></li></ul>	<p>Schools That Have Bookrooms</p> <ul style="list-style-type: none"><li>• Argenziano</li><li>• ESCS</li><li>• Healey</li><li>• WHCS</li></ul> <p>1 of 5 books would be worth keeping in book room Beginning of year come up with directions for volunteers to help organize the bookroom Looking for volunteers to support this out of school time</p> <p>Once the bookroom is organized teach families how to support families to help with phonics and beginning reading.</p> <p>Making videos of curriculum to support families at home . Curriculum night The district is looking to do a curriculum day 1/21/26. They will do Math and ELA district runs. We have walkthroughs in the school with other teachers, curriculum direct Jessica Boston Davis in middle grades. Feedback after walk through. They give you general trends in the district. Kennedy school goals:interventions to support new curriculum. Getting text evidence for example . Create a library of different things being done in the classroom and how can parents support this at</p>

		<p>home.</p> <p>Next Steps: CPT spoke with teachers around themes for grade. Scope and sequence for phonics. Sequence books , how do we schedule and get volunteers into the school. Looking into an equity audit. 2 streams of work CVC side of it. Leveled books for appropriate age. Goal would be 1/21/26. First round of organizing a bookroom. Go through the volunteer coordinator.</p> <p>Upcoming School Committee Presentation: Principal is working on data and parent surveys. Working with Sam E. clarity of what is going on at the Kennedy school. Information and data from the school specialized programs. Incorporating our professional development with data as far as resources and interventions for teachers. Planning and data use, interventions, professional reflections. Using the data to improve our interventions. Feedback from teachers and supports that are ready for teachers to use to help inform their instruction. One focus is the district is recognizing how different grades do things differently. Making sure our interventions make sense for each grade level. More grade specific.</p> <p>How does this work for specialists? The PD should be intervening in some ways. Planning and execution of specific skills.</p>
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		<p>Specialists will meet with each grade band and collaborate more with the classroom teachers.</p> <p>Specialists joined admin meeting to see how their role is a core value to our school. Communication log between specialists and classrooms to support students.</p> <p>The school committee presentations show the inequities in the district.</p> <p>Data is one thing, but the narrative around the data is very important. Our challenges look different from other schools, but they are still challenges to us. Diversification of our staff and students.</p> <p>Asking for more, this level of intervention shows this. We would love a math interventionist that other schools have. We have coaches, but not coaching cycles because they go to other schools. The conversation is about accountability.</p> <p>The data points: what we do best, the SEPAC and other families I interact with. The fine motor skills fitness club. We have discussed ways that our kids are taking this home to practice at home. Tier 2 intervention champion to help families engage. Has rolled over into other schools, practicing these skills at home. Proactive communication, great for students with special needs</p>
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		<p>students. Students and staff are setting the bar . Getting notices out for families , bookrooms, and curriculum</p> <p>Playground Updates:</p> <ul style="list-style-type: none"><li>● 12/29 meeting community presentation for 2 million dollars, they can move forward to put it out for bid vote is critical . They want to expedite a decision on the Kennedy closing date for survey is 1/2/26.</li><li>● Encourage students, staff and family to take the survey</li><li>● The survey is included in our Parent Liason Newsletter</li><li>● Schedule a message through blackboard to remind families last chance to fill out survey for front lot</li></ul> <p>New Idea:</p> <ul style="list-style-type: none"><li>● School wide move up day could families be included in the move up day as well</li><li>● At the end of school year can parents</li></ul>
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		<p>come and meet their future teachers moving forward.</p> <ul style="list-style-type: none"> <li>• The more we discuss this and figure out logistics around this be willing to look into this. We have a move up day</li> <li>• Families would like to feel the continuity as students move to the second floor.</li> </ul>
3:50-4:00	Good of the order	

The next meeting will be January 29th

### Kennedy School Site Council Agenda

Date: January 29 , 2026

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

[Join the meeting now](#) (wait until 3pm January 29th)

Meeting ID: 246 642 371 583 82

Passcode: av2kZ2cD

3:00-3:15	Meet the equity coach and updates	<ul style="list-style-type: none"> <li>• Notes: Jimmy Vang, member of ILT also. Projects that he has been working on, creating a tool for parent volunteers to use to code. Meet with J. Leary again and also include students to sort through book rooms. Having the community of students also</li> </ul>
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		<p>support in this project.</p> <ul style="list-style-type: none"><li>● Family conference data. What families are coming, and what we do to reach out to families.</li><li>● Family and community engagement .</li><li>● School culture and representation we are doing monthly.</li><li>● Questions from the team...Francesca loves that Jimmy will support parent conference data .</li><li>● Becky.. Idea of school wide equity focus event to celebrate culture and diversity.</li><li>● Connect new and existing families. Celebrate families, heritage in the cafeteria. PTA feels they can tackle getting volunteers and budget.</li><li>● ESCS has done a school-wide Latin American heritage.</li><li>● Tool kits that other schools have that we could do.</li><li>● In the past we never hired out students /parents that had something valuable to share.</li><li>● Emphasis on staff development and capacity.</li><li>● Matching art and music with different cultures.</li><li>● Opening PD's around equity.</li><li>● Each PD would have a piece of equity that</li></ul>
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		<p>we could share at each meeting.</p> <ul style="list-style-type: none"> <li>● Equity Jess said it would be helpful that we could ensure that we had translators for families, the language barrier is challenging.</li> <li>● Parent liaison does a great job coordinating different families who need translators, they get first priority. Low percentage of families who request other languages.</li> <li>● Cultural events as a whole school.</li> <li>● Jimmy is looking into things that can happen year to year.</li> <li>● Jimmy can bring it up to the whole equity team to see how a school can do it as a low lift. Next meeting in 3 weeks. Late Spring would be a good time.</li> <li>● Culture booth, classrooms have parents weekly to celebrate their culture and heritage.</li> </ul>
3:15-3:45	Book room updates	<ul style="list-style-type: none"> <li>● Kat has found equity information for the bookroom which she has shared as part of the bookroom project.</li> <li>● Book room has been almost completely cleaned out. Kids were interested in helping sort the bookroom.</li> <li>● Having older students volunteer to</li> </ul>

		<p>help with clean out and provide equity lists for students.</p> <ul style="list-style-type: none"> <li>● Books will be available to be purchased from Porter Sq Bookstore to be donated.</li> <li>● Jen has created a book list and will continue to add books to the list.</li> <li>● Make sure there will be a printed list on site.</li> <li>● Francesca will make sure to get them to Dina at Porte Square books.</li> <li>● Feb. 2 after school to continue to work in the bookroom.</li> <li>● Free Book library outside of the school. CTE , Kat will reach out to them to see if they can build a free book library.</li> <li>● Kat will reach out what to do with the books. ESCS</li> <li>● Mindfully sorting the books.</li> <li>● Literacy night..about 45 families responded and were interested. Some families would prefer it on Zoom.</li> <li>● Pick a date that will be discussed at CPT.</li> <li>● What is the science of reading /focusing on that. 5 Pillars</li> <li>●</li> </ul>
3:45-4:00	Good of the order	<ul style="list-style-type: none"> <li>● Budget collaborative is 2/13</li> <li>● More students coming from the</li> </ul>

		<p>Brown School.</p> <ul style="list-style-type: none"> <li>● Requesting another Dean</li> <li>● Adding another resource room teacher</li> <li>● Aspen for collecting data</li> <li>● Communication with parents via open architects.</li> <li>● .5 ESL teacher</li> <li>● Gaps in math are getting close.</li> <li>● Front lot : funding has been approved waiting on final vote from city counsel, will go out to bid and construction will begin this summer.</li> <li>● Be able to order equipment in time.</li> <li>● John has said the playground was accessible vs inclusive. Jess is waiting to hear back. Concerned about the language accessible vs inclusive.</li> <li>● SIC can we problem solve around disruption to the play ground recess.</li> <li>● Sensory hallway/ maybe have parents support .</li> <li>● The playground will take 1 year.</li> </ul>
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## Kennedy School Site Council Agenda

Date: March 5 , 2026

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

[Join the meeting now](#) (wait until 3pm March 5th)

Meeting ID: 246 642 371 583 82

Passcode: av2kZ2cD

Time	Topic	Notes
3:00	Book room updates if any	<ul style="list-style-type: none"><li>• Finished going through 1st round</li><li>• Looking for help from 6th grade students</li><li>• Donated books will go to the ESCS and Healey</li><li>• Book room will go back to a book room</li><li>• Good place for students to shop and access books and space</li><li>• Will inquire about getting a smart board for the book room (TBD)</li><li>• Literacy Night 40 people have signed up Pre-K-1</li><li>• Will send power point to be translated sent out a survey to families to see what languages are needed</li><li>• Announcement on Blackboard will be sent out for March 24th Literacy Night</li><li>• District has also implemented trainings for families during the day</li></ul>
3:15	SIP presentation to the school committee	<ul style="list-style-type: none"><li>• Presentation.. Best use of time 10 min of presentation and 20</li></ul>

		<ul style="list-style-type: none"><li>min of questions</li><li>• Kat will support looking at the presentation as well.</li><li>• Math interventionists and ELA interventionists and success with ELA</li><li>• Our PD has a bank of interventions</li><li>• What works clearing house has been defunded</li><li>• Kennedy Intervention Website has Been Created by the ILT to support ongoing learning , interventions, planning and data. How to use data to inform instruction and build small groups.</li><li>• How to create a routine, classroom routines</li><li>• Why to do it how to make groups and implement them in the classroom across all areas of the classroom</li><li>• We need to showcase this as part of the school welcome families would be amazed at all the interventions and tools we have in place to support teachers , and students</li><li>• Focus will be Tier 1 best practices.</li><li>• Start with a vision and end with a summary</li><li>• TIGER Habits included</li><li>• Send a blackboard announcement</li></ul>
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		<ul style="list-style-type: none"> <li>• before the meeting</li> <li>• Principal will present in front of staff</li> <li>•</li> </ul>
3:45	Good of the order	<ul style="list-style-type: none"> <li>• PTA is presenting to school committee tonight will be presenting our asks and celebrate wins</li> <li>• School wide move up day for parents what it could look like parent led</li> <li>• Kat would like to chat on it more meet with Steve, Sam and Francesca</li> <li>• Teachers would have a say in how it would work</li> <li>• Start with Steve and Sam Kat will write out some ideas to share with our group</li> <li>• MCAS over end of school year events (June) MCAS ends and June activities begin</li> <li>• Pick a day and date ahead of time so people don't schedule field trips or activities on that specific day.</li> <li>• Graduation on last day of school/8th graders may not be at school due to prior commitments may have to move it to the Friday</li> <li>• Polling to see what students have prior commitments</li> <li>• Work on the date for end of the month</li> <li>• Meet March 24th for our next meeting</li> </ul>

**Tiger Habit of the day is Empathy**

**Keep true, never be ashamed of doing right, decide on what you think is right and stick to it.**

**Mahatma Ghandi**

**Kennedy School Site Council Agenda**

Date: March 24 , 2026

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

[Join the meeting now](#) (wait until 3pm March 24th)

Meeting ID: 246 642 371 583 82

Passcode: av2kZ2cD

Time	Topic	Notes
3:00-3:50	Presentation	Steve sharing the presentation for future goals <ul style="list-style-type: none"><li>• Adding pictures in some areas</li><li>• Adding Dibels data</li><li>• Adding statement about how this data disaggregates by group (IEPs, socio-economic, etc.)</li><li>• Focusing on interventions for next year's PDs for teachers</li><li>• <b>For Goal 1:</b> data that suggest the need for Tier 2; what we did this year (Child Study and Learning Walk).</li><li>• Kat: show one piece of data that is very direct to make</li></ul>

		<p>sure that we fit the 10 minute time.</p> <ul style="list-style-type: none"> <li>● <b>For Goal 2:</b> more of a story; areas of growth (SEEK working group; increased opportunities for inclusion; inclusion; auditing programs).</li> <li>● Using earlier data here (disaggregated)</li> <li>● Work around Equity for PDs for teachers next year—continuing equity work around academics and culturally responsive teaching</li> <li>● <b>Goal 3: Health and Wellness</b></li> <li>● I got distracted by taking notes on what to add here—Steve took handwritten notes</li> <li>● <b>Goal 4: Family and Community Engagement</b></li> <li>● Literacy Night</li> <li>● Conferences</li> <li>● Step Up Day with parents included</li> <li>● New curriculum includes parent information</li> <li>● How we grade (M, P, N)--make this uniform through the school, and helps families understand</li> <li>● <b>Final Thoughts</b></li> <li>● Making it more of a visual—how the goals are impacted by these strategy.</li> </ul>
3:50-4:00	Good of the order	

**Kennedy School Site Council Agenda**

Date: April 30 , 2026

Time: 3:00 – 4:00 PM

The In Person option is at the Kennedy and in the conference room of the office.

[Join the meeting now](#) (wait until 3pm April 30th)

Meeting ID: 246 642 371 583 82

Passcode: av2kZ2cD

Time	Topic	Notes
3:00-3:50	End of year action steps	<ul style="list-style-type: none"><li>•</li></ul>
3:50-4:00	Good of the order	<ul style="list-style-type: none"><li>• Overall the presentations went really well. I wish the questions had been more direct . Particularly the concerns around the 6th grade bubble. The school committee should give more directions on what should be presented.</li><li>• Social emotional health of students at the Kennedy was very evident in the Kennedy presentation</li><li>• School committee , brand new school committee.. Flag that because the committee is so new, they have a policy on how the committee and presentations are supposed to go. Lack of internal discussion. If they don't let the principal know in 30 days. Send the link so we can look at it. Working on updating the pamphlet.</li><li>• Have a working document that aligns to the 4 goals so we can document as it goes on in the school.</li><li>• Site council had a feedback plan and discussed the month before. Begin working on it in Feb and relook at it .</li></ul>

		<ul style="list-style-type: none"><li>● Great to have a VP and a teacher on the presentation with them.</li><li>● Meet more consistently, coming back to the goal and connecting data maybe earlier .</li><li>● Other schools highlighted challenges vs successes.</li><li>● Gap between students who are on IEP's vs general education.</li><li>● Have it align with the things we ask for and why we are still struggling without the support.</li><li>● From Jess: <a href="https://policies.sparqdata.com/masc/browse/somerville/eset/somerville/BDFA-E2">https://policies.sparqdata.com/masc/browse/somerville/eset/somerville/BDFA-E2</a></li><li>● Highlight the students on IEP's successes.</li><li>● Bookroom update 1 hour of organizing almost close to finishing</li><li>● Get the donations to the other schools.</li><li>● 8th grade students are painting a mural in the bookroom</li><li>● Make a wishlist for the book room couches, texts, etc</li><li>● Need parent volunteers and support from adults to coordinate how to make the mural happen</li><li>● Make a calendar for school culture over the summer for students and teachers spirit week etc</li><li>● Parent volunteers are welcome to help make the calendar for the School Culture Committee</li><li>● Kat sent an email around a survey so parents/guardians can along with students can do a move up day. May be a big</li></ul>
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		<p>leap for this year, but helpful to think about coordinating for next year. Families have requested this too. Kat made a survey and would love feedback.</p> <ul style="list-style-type: none"><li>● Logistics need to be figured out times of day that could work for families</li><li>● Early discussion around move up day for families.</li><li>● Discuss welcome letter for teachers</li><li>● Step up day lots to think about make it a policy, contractual obligations milestone step up ceremonies innovation around inclusion for an official graduation</li><li>● Big step up to go from gr 2 to gr 3 moving floors .</li><li>● Instead of having 5th grade graduation maybe think about something inclusive for the beginning of 6th grade.</li><li>● Let's find reasons to celebrate them using PTA to train up parents for the big 8th grade graduation</li><li>● Parent engagement ... put a pin in it until next year with new teachers coming in .. coach them around parent engagement amongst different grade levels, something to think about for next year.</li><li>● Creating an equitable experience .</li><li>● We could bring back the room parents</li><li>● Parents send home questionnaires to see what parents want to be on the parent list, it may not be allowed.</li><li>● PTA's in other schools have</li></ul>
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		<p>taken over the room parent role.</p> <ul style="list-style-type: none"> <li>● Discuss more in Fall</li> <li>● Discuss more night events with teachers grade levels what kind of events would families want?</li> <li>● School holding disability awareness night</li> <li>● Neurodiversity Week</li> <li>● Mobility concerns</li> <li>● Inclusive playground for students what does an inclusive design playground mean?</li> <li>● Online presentation around ability</li> <li>● Behavioral culture around Tiger Habits</li> <li>● Project Based learning opportunities.</li> <li>● Behavioral issues around undiagnosed students</li> <li>● Our PD focused on vertical Alignment standards for writing and what each student skill should be at the end of a grade</li> <li>● Continue the conversation around Know Your rights as a parent.</li> </ul>
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Notes from Andrew: **On nights like "Literacy Night" for next year:**

New Wit & Wisdom early elementary ELA curriculum

"Testing" vs "Assessment"

Report Cards, how they work (Ms. Leary's point in the past about all teachers grading the same way, comparing against end-of-year standard or quarterly standards?)

**For moving-up/step-up materials from teachers:**

Wanted to cast a vote, to get something for this year, for encouraging educators to start from the Open House/Back to School Night materials they already have – just

sending those out at the end of the current year. Could use PD on May 27 for grade teams to workshop what they might need to add to those materials if they get sent out at the end of the prior year--maybe it's just potential optional summer work *and* major differences between this year and prior?

So, for ex, the 4th grade team looks at the materials they usually share at Open House in the fall and slightly tweak them to send to *rising* 4th grade families sat the end of 3rd grade. Feels like this doesn't have to touch on at all which teacher

For these types of materials, as a look ahead plan for end of *next* year: Wonder if it could be formatted by SITE educators or ILT folks as a fill-in-the-blank Google Slides presentation or document, to minimize work on individual educators.

*^^Also wondering: Anyone know if any other schools in the district do something like this? OR if they even do a step-up day like Kat haconveived?s*