

On July 16, 2022, the Commonwealth enacted Chapter 107 of the Acts of 2022, "An Act relative to extending certain state of emergency accommodations", which includes an extension of the option for public bodies to hold remote meetings until March 31, 2023, effective immediately.

To partake in the "Public Participation" section of this meeting, you may attend the meeting in-person within the meeting location, click on the link below to join via Zoom or by dialing the direct line as indicated.

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CLERK OF THE SCHOOL COMMITTEE
WORCESTER PUBLIC SCHOOLS
20 IRVING STREET
WORCESTER, MASSACHUSETTS 01609

AGENDA #24

The School Committee will hold a virtual and/or in person meeting:

on: Thursday, September 15, 2022
at: 6:00 p.m. Regular Session
in: Esther Howland South Chamber, City Hall

ORDER OF BUSINESS

A. General Business Items taken in Executive Session

B. Call to Order

C. Pledge of Allegiance

D. Roll Call

E. Consent Agenda

i. Approval of Minutes

AOR 2-25 -Clerk
(September 6 2022)

To consider approval of the Minutes of the School Committee Meeting of Thursday, September 1, 2022.

ii. Approval of Donations

iii. Notification of Personnel Records

iv. Initial filing of individual recognitions

v. Notices of interest to the district or to the public

Recommendation of Administration

Approve the Consent Agenda items on a roll call.

F. Items for Reconsideration

G. Held Items

H. Recognitions

I. Public Comment

Any member of the public may address the Committee regarding any item before them for two (2) minutes. Those speaking will state their name, their residence, and the item on which they wish to speak for the record. Those speaking may do so in person or via remote participation. Those wishing to address the Committee in a language other than English are asked to notify the Clerk of the Committee in advance, so the Committee may be provided with an interpreter. Members of the Committee may not respond to the comments of the public at the meeting.

K. Report of the Superintendent

ROS 2-12 - Administration
(September 7, 2022)

WPS PRIORITY STRATEGIES FOR SCHOOL YEAR 2022-23

Recommendation of Administration
Accept and file.

L. Reports of the Standing Committees

The Standing Committee on Governance and Employee Issues met on Tuesday, August 30, 2022 at 4:30 p.m. in Room 410 at the Durkin Administration Building.

The Standing Committee on Finance and Operations met on Thursday, September 8, 2022 at 5:00 p.m. in Room 410 at the Durkin Administration Building.

M. Student Advisory Committee item

N. Approval of Grants and other Finance Items

gb 2-245 Administration
(September 7, 2022)

To accept the STEM Equipment & Professional Development Grant from Massachusetts Life Science Center in the amount of \$220,810.

Recommendation of Administration
Approve on a roll call.

gb 2-246 Administration
(September 7, 2022)

To approve the following prior fiscal year payments:

- \$420 for a sick leave incentive for an employee
- \$450.03 for CNA training for an employee

Recommendation of Administration
Approve on a roll call.

O. General Business

gb 2-11.1 - Administration/Clancey/Johnson/Novick
(September 7, 2022)

Response of the Administration to the request to provide an update on each school with security guards, to include their role throughout the day and hours.

Recommendation of Administration

Accept and file.

gb 2-18.13 - Administration/Novick/Clancey/Johnson/Kamara/Mailman
(September 7, 2022)

Response of the Administration to the request to update the community on the Worcester Public Schools and COVID.

Recommendation of Administration

Provide an update and hold for the next meeting.

gb 2-203.1 - Administration/Johnson
(September 7, 2022)

Response of the Administration to the request that the Superintendent update the School Committee on the MOU with the Worcester Police Department for School Liaison Officers and provide updates at subsequent School Committee meetings to include plans for a working MOU.

Recommendation of Administration

Provide an update.

gb 2-247 - Novick
(August 29, 2022)

To consider the resolutions before the MASC Delegates Assembly in order to advise the Worcester School Committee's delegate.

Recommendation of Administration

Consider the resolutions and file.

gb 2-248 - McCullough
(September 6, 2022)

To review district policy regarding lunch and recess time at the elementary school level and review across the district, making any adjustments necessary.

Recommendation of Administration

Refer to the Standing Committee on Teaching, Learning and Student Supports.

gb 2-249 - Novick
(September 7 2022)

To collaborate with state and national school organizations to advocate for a change in federal Department of Transportation policies barring Commercial Driver License testing in any language other than English.

Recommendation of Maker
Refer to the Standing Committee on Finance and Operations.

Recommendation of Administration
The Administration concurs with the maker.

gb 2-250 - Novick
(September 7 2022)

To coordinate with the City on the installation and maintenance of public sidewalks in the interest of student safety.

Recommendation of Maker
Refer to the Joint Standing Committee on Finance and Operations and Education.

Recommendation of Administration
The Administration concurs with the maker.

gb 2-251 - Administration
(September 7, 2022)

To consider approval of the Job Description for a Procurement Coordinator.

Recommendation of Administration
Prerogative of the School Committee.

P. ANNOUNCEMENTS

Q. ADJOURNMENT

Helen A. Friel, Ed.D.
Clerk of the School Committee

CLERK OF THE SCHOOL COMMITTEE
WORCESTER PUBLIC SCHOOLS
20 IRVING STREET
WORCESTER, MASSACHUSETTS 01609

AGENDA #24A

SUPPLEMENTAL

The School Committee will hold a regular meeting:

on: Thursday, September 15, 2022

at: 6:00 p.m. – Regular Session

ORDER OF BUSINESS

CALL TO ORDER – REGULAR MEETING

ROLL CALL

O. GENERAL BUSINESS

gb 2-172.1- Administration
(September 12, 2022)

To consider approval of the Job Description for an Evaluator of Developmental Readiness: Preschool Arena.

Recommendation of Administration
Prerogative of the School Committee.

gb 2-252 - Administration
(September 12, 2022)

To consider approval of the Job Description for an Early Childhood Coordinator of Child Find and Teaching and Learning.

Recommendation of Administration
Prerogative of the School Committee.

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i. APPROVAL OF RECORDS
Clerk
(September 6, 2022)

ITEM - aor 2-24
S.C. MEETING - 9-15-22

ITEM:

To consider approval of the Minutes of the School Committee Meeting of Thursday, September 1, 2022.

PRIOR ACTION:

BACKUP:

Annex A (5 pages) contains a copy of the Minutes of the School Committee Meeting of Thursday, September 1, 2022.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

The School Committee of the Worcester Public Schools met in Open Session at 5:00 p.m. in the Esther Howland Chamber at City Hall on Thursday, September 1, 2022.

There were present at the Call to Order:

Ms. Clancey, Mr. Johnson, Ms. Kamara, Ms. Mailman, Ms. McCullough, Ms. O'Connell Novick and Mayor Petty

1. General Business Items taken in Executive Session

It was moved to recess to Executive Session and Mayor Petty stated that the committee would reconvene in Open Session.

On a roll call of 7-0, it was moved to recess to Executive Session at 5:07 p.m. to discuss the following items:

gb 2-235 – Administration
(August 25, 2022)

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance 20/21-11.

To discuss strategy with respect to a litigation of a Worker's Compensation for a Bus Monitor, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares - Santiago v. Worcester Public Schools.

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – Successor Contract Negotiations – Educational Association of Worcester, Units A/B.

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – Successor Contract Negotiations – Educational Association of Worcester, Instructional Assistants Unit.

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – Successor Contract Negotiations – NAGE R1-16 Cafeteria Workers.

To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Educational Association of Worcester v. Worcester Public Schools, MCAD Docket No. 20WEM02609 (Class Action Case); Various Individual MCAD Cases Filed by Employees Relating to Reasonable Accommodation Requests; and Worcester School Committee and Educational Association of Worcester, Department of Labor Relations, Case No. MUP-20-8368.

To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Educational Association of Worcester and Worcester School Committee, Grievance Arbitration - Sick Bank and Leave of Absence; Educational Association of Worcester and Worcester School Committee, Grievance Arbitration - Paid Administrative Leave; Former Employee and Worcester Public Schools, Statutory Arbitration Pursuant to Mass. G.L. c. 71; and Former Employee v. Worcester Public Schools, Massachusetts Commission Against Discrimination, Discrimination Charge.

The School Committee recessed from Executive Session at 6:28 p.m. and reconvened in Open Session at 6:38 p.m.

2.

There were present at the second Call to Order:

Ms. Clancey, Mr. Johnson, Ms. Kamara, Ms. Mailman, Ms. McCullough, Ms. O'Connell Novick and Mayor Petty

The Pledge of Allegiance was offered and the National Anthem was played.

2. **Consent Agenda**

i. Approval of Minutes

AOR 2-24 - Clerk
(August 24, 2022)

To consider approval of the Minutes of the School Committee Meeting of Thursday, August 18, 2022.

ii. Approval of Donations

gb #2-236 - Administration
(August 3, 2022)

To accept the following donation:

- \$7,000 to the science and math programs at Clark Street Community School in memory of Paul J. Brown, Jr.

On a roll call of 7-0 the consent agenda was approved.

3. **Recognition**

gb #2-215.1 - Administration
(August 23, 2022)

To recognize Jayxavien Nuñez for his act of heroism by assisting the students involved in the tragic car accident on July 23, 2022.

Mayor Petty and Dr. Monárrez presented Mr. Nuñez with a certificate and the item was filed.

4. **Public Comment**

Elizabeth Fontaine spoke to gb 2-241 regarding afterschool transportation. She inquired as to the availability of busses for afterschool programs.

5. **Report of the Superintendent**

ROS 2-11 - Administration
(August 25, 2022)

WELCOME TO SCHOOL YEAR 2022-23

Dr. Monárrez provided an overview of the first days of the 2022-23 school year as follows:

Glows (good things happening in the Worcester Public Schools)

- Close to 24,000 students began school this week and the students and teachers were excited to be back to the classrooms.
- Administrative staff were in the schools for the first few days of the start of school.
- The district's new bus system and a new student information system started on the first day of the school year.
- The district is setting the tone about building a culture of excellence.
- Kindergarten enrollment numbers are up from last year and she will provide the official finalized numbers when the district submits them to DESE.
- There are 15 new wraparound coordinators, eight new principals and 11 new assistant principals.

3.

ROS 2-11 (continued)

OFI (Opportunities for Improvement)

- Transportation phone lines went down the first day of school and were quickly rectified.
- WooEdu, the student information systems program, went down nationwide but was fixed within the first day.
- The vacancies in the system include speech language pathologists and school psychologists.

Superintendent Monárrez stated that the Human Resources Department has supported instructional aides to be able to take an exam to qualify them for teaching positions. The district is continuing its recruitment strategy by strengthening partnerships with local universities and will be conducting an external audit of our current human resource practices, policies and procedures as part of a continuous improvement focus. The district is also working on streamlining the enrollment processes and improving the communication flow to families.

Member Mailman asked if there was any data regarding vacancies from prior years.

Superintendent Monárrez stated that HR has not kept track of that information.

Member Mailman asked if there are any short term office OFIs (Opportunities for Improvement).

Mr. Allen stated that the district did not start the year with the full complement of vehicles ready to go but eleven more busses will be ready to go out by Wednesday, September 7, 2022.

Member O'Connell Novick asked if the district is sufficiently staffed for kindergarten.

Dr. Monárrez stated that there are enough teachers and classrooms for kindergartens.

Member Novick asked when the students' class assignments and teachers' schedules would be synched into the information system program.

Dr. Monárrez stated that the IT department indicated that it would be fixed by September 9, 2022.

Member Kamara suggested that the district conduct exit interviews to gain an understanding of the reasons that staff are leaving.

Dr. Monárrez stated that the district does not currently have a clear process regarding documenting the reasons why staff leave and is collaborating with the EAW about how it could help with that process.

On a voice vote, the item was accepted and filed.

6. Approval of Grants and other Finance Items

gb 2-237 Administration
(August 24, 2022)

To approve the following prior fiscal year payments:

- \$5,259.63 to a WPS employee for ELT stipends from 2015-2020
- \$39.20 to a WPS employee for mileage reimbursement

On a roll call of 7-0, the item was approved.

7. General Business

gb 2-18.12 - Administration/Novick/Clancey/Johnson/Kamara/Mailman
(August 25, 2022)

Response of the Administration to the request to update the community on the Worcester Public Schools and COVID.

Dr. Monárrez provided the following update on COVID cases from August 19, 2022 through September 1st:

gb 2-18.12 (continued)

Staff

43 positive

Students

46 positive

Dr. McGovern will coordinate informational nights regarding vaccines in conjunction with the Department of Public Health for families throughout the quadrants. Once these are scheduled and completed, there will be opportunities for families to be vaccinated.

It was moved and voice voted to hold the item for the next meeting.

gb 2-238 - McCullough
(August 15, 2022)

To review past practices of what WPS has provided for routes, if any, for after school programs and possible options for the upcoming school year.

Member McCullough requested that her item be filed.

On a roll call of 7-0, the item was filed.

gb 2-239 - Administration
(August 15, 2022)

To review the status of the FY23 Budget and make appropriate transfers as required.

Member Novick asked what the final state budget is regarding offsetting the reduction due to ESSER funds, if necessary.

Mr. Allen stated that procedurally, a City Manager has to recommend appropriate free cash to the City Council and until that is approved, the funding isn't secure. The Administration is informing the School Committee that if the City Council were not to cover the free cash, it would use ESSER funds this year. It would not be making any reductions in programs or services.

On a roll call of 7-0, the item was filed.

It was moved to suspend the rules to reconsider the vote to file the item.

On a roll call of 7-0, it was moved to suspend the rules to reconsider the vote to file the item.

On a roll call of 7-0, it was moved to refer the item to the Standing Committee on Finance and Operations.

gb 2-240 - Administration
(August 23, 2022)

To consider adoption of the Employee Social Media Policy.

Member Novick made the following motion:

Request that the item be referred to the Administration in order to continue its ongoing conversations with the union representatives before bringing back the recommendations to the School Committee.

On a roll call of 7-0, the motion was referred to the Administration.

gb 2-241 - Novick
(August 23, 2022)

To consider monthly updates on the implementation of district-operated transportation during the 2022-23 school year.

On a roll call of 7-0, the item was referred to the Standing Committee on Finance and Operations.

5.

gb 2-242 - Administration
(August 24, 2022)

To consider approval of the Job Description for a Contract Coordinator.

On a roll call of 7-0, the item was approved.

Member Clancey left from 7:41 p.m.

gb 2-243 - Administration
(August 24, 2022)

To consider an update to the FY23 Budget based on the final state budget adopted in July 2022.

On a roll call of 6-0-1 (absent Ms. Clancey), the item was filed.

gb 2-244 - Administration
(August 24, 2022)

To consider an update of the Admissions Policy at Worcester Technical High School and recommend possible amendments.

Student representative Kendra Anim recommended that students who are in the Innovation Pathway Programs should have a chance to be accepted into Worcester Technical High School at any grade level.

Mayor Petty requested that Kendra Anim be invited to the meeting of the Standing Committee on Teaching, Learning and Student Supports when the item is discussed.

Member Kamara requested that the Administration provide a report to include a representation of students of color and economically disadvantaged students who were accepted into the freshman class at WTHS.

On a roll call of 7-0, the item was referred to the Standing Committee on Teaching, Learning and Student Supports.

On a roll call of 7-0, the meeting was adjourned at 7:48 p.m.

Helen A. Friel, Ed.D.
Clerk of the School Committee

H. REPORT OF THE SUPERINTENDENT
Administration
(September 7, 2022)

ITEM - ROS 2-12
S.C. MEETING - 9-15-22

ITEM:

WPS PRIORITY STRATEGIES FOR SCHOOL YEAR 2022-23

PRIOR ACTION:

BACKUP: The Administration will provide the backup prior to the meeting.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

Committee Members
Laura Clancey, Chair
Molly McCullough, Vice-chair
Jermaine Johnson

AGENDA #7
G/EI
8-30-22
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A C T I O N S

The Standing Committee on Governance and Employee Issues met virtually at 4:34 p.m. on Tuesday, August 30, 2022 in Room 410 at the Dr. John E. Durkin Administration Building.

There were present: J. Johnson, Vice-Chair McCullough and Chair Clancey

Representing Administration: Dr. Monárrez, Ms. Boulais, M. Mahoney and
Dr. Friel

gb 1-285 - Administration (October 14, 2021)

To formulate a policy regarding the use and replacement of Chromebooks and their accessories.

On a roll call of 3-0, the item was filed.

gb 0-368 - Ms. Novick/Mrs. Clancey/Ms. McCullough (November 23, 2020)

To create Worcester School Committee operational norms.

Chair Clancey made the following motion:

Request that the item be referred to the School Committee for a dialog with all committee members.

On a roll call of 3-0, the motion was approved.

gb 0-28 - Mayor Petty/Miss Biancheria/Mrs. Clancey/Mr. Foley/Ms. McCullough/ Mr. Monfredo/Ms. Novick (January 8, 2020)

To create an Ad Hoc Subcommittee of the Worcester School Committee to consider changes to the school committee rules, meetings and agendas to make the work of the School Committee and our meetings more effective and better aligned with the focus on the strategic direction of the district. These changes should reflect best practices and address the recommendations included in the Department of Elementary and Secondary Education's report from 2017.

Chair Clancey made the following motion:

Request that the following changes to the Standing Committee descriptions be approved and replaced in the Rules of the School Committee:

Governance and Employee Issues

The purpose of this committee is to review, update and/or institute all policies governing the Worcester Public Schools. This committee is also responsible for issues related to employees/staff including human resource recruitment, hiring, retention, and evaluations, so far as it is under Committee purview.

gb 0-28 (continued)

Finance and Operations

The Standing Committee on Finance and Operations provides the full year oversight of the budget of the Worcester Public Schools as required by Massachusetts General Laws Ch. 71, sec. 37 through the review of quarterly budget reports, the reception of reports of the auditors, and issues of payroll, procurement, and financial management and planning that may fall under the purview of the Committee. The Standing Committee provides for facilities management, repair, and capital planning so far as it is under district purview. The Standing Committee also oversees the operational aspects of the district under the departments of School Nutrition, Student Transportation, Information Technology, and School Safety.

School and Student Performance

The purpose of the School and Student Performance Standing Committee is to inquire into and report on matters pertaining to:

- measures of district and school-level performance and improvement
- research and program evaluation
- student assessment
- accountability planning

Teaching, Learning and Student Supports

The Standing Committee on Teaching, Learning and Student Supports addresses topics, policies and practices related to curriculum, instruction, assessment, professional development, instructional materials, and student support services. In doing so, the Committee monitors and reviews the structures and processes integral to the delivery of the core curriculum. It focuses as well on supplemental and intervention instruction, designed to meet the academic and social-emotional needs of students as each school strives to reach the intended outcomes of college and career readiness for every student. The content and annual edits to the Student Handbook and the Policies Handbook will be referred to the Standing Committee on Governance and Employee Issues prior to approval by the Full School Committee.

On a roll call of 3-0, the Standing Committee descriptions were approved to be inserted into the Rules of the School Committee.

FILE.

gb 0-288.1 - Administration/Ms. Novick/Mrs. Clancey/Ms. McCullough (September 22, 2020)

Response of the Administration to the request to outline in writing under what circumstances the Department of Children and Families is called regarding a family or child, particularly with regard to student attendance.

Ms. Mahoney stated that every attendance situation is looked at individually and if a student is absent due to a serious illness, the Department of Children and Families is not called. If a parent decides not to send their child/ren to school and has been contacted by the district, then DCF would be contacted.

gb 0-288.1 (continued)

Chair Clancey made the following motion:

Request that the item be held for further input from the Administration.

On a roll call of 3-0, the motion was approved.

gb 2-119 - Novick (March 31, 2022)

To consider a one-year alteration to the district policy limiting excused absences to 7 days, in light of quarantine requirements during the COVID-19 pandemic.

Ms. Mahoney stated that an absence is an excused one if a student tests positive or has been in close contact with someone who has COVID.

Chair Clancey stated that, in the Student Handbook, under the Attendance Policy, it states that:

- under School Attendance - a school district may excuse up to seven day sessions or fourteen half-day sessions in any period of six months.
- under Illness - that the caregiver must submit to the school medical documentation of the illness that requires the student's exclusion from school

She would like the Administration to consider amending the current policy due to the fact that some parents are not able to get their child/ren to the doctors to get a note for school.

Ms. Mahoney stated that the Administration has had conversations with the attorneys regarding revamping the Attendance Policy.

Dr. Monárrez recommended that the item be held in order for the Administration to seek a legal opinion regarding the Attendance Policy.

Chair Clancey made the following motion:

Request that the item be held.

On a roll call of 3-0, the item was held.

gb 2-175 - Clancey (May 25, 2022)

Request that the Administration review and update the Dress Code Policy, if necessary and the policy under Student Lockers regarding backpacks made of a mesh or transparent material.

Ms. McCullough stated that the Dress Code Policy needs to be more equitable toward female students and would like the following proposed language forwarded to the Administration for its consideration:

Students must wear:

- Top (shirt, blouse, sweater, sweatshirt, tank, etc.);
- Bottom (pants, shorts, skirt, dress, etc.); and
- Footwear

This policy permits additional student attire requirements when necessary to ensure safety in certain academic settings (e.g. physical activity, science or Tech courses). Additionally, this policy allows for reasonable variation in required student attire for participation in certain physical activities.

Students may not wear clothing, jewelry, or personal items that:

- are pornographic, contain threats, or that promote illegal or violent conduct such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia;
- demonstrate hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups;
- intentionally show private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material;
- cover the student's face to the extent that the student is not identifiable (except clothing/headgear worn for a religious or medical purpose); or
- demonstrate gang association/affiliation.

Attire worn in observance of a student's religion is not subject to this policy.

This policy permits schools with a uniform policy to continue having one provided that it is gender neutral and inclusive of attire worn for a religious reason.

Ms. McCullough made the following motion:

Request that the item be held.

On a roll call of 3-0, the motion was approved.

On a roll call of 3-0, the meeting adjourned at 4:51 p.m.

Helen A. Friel, Ed.D.
Clerk of the School Committee

A C T I O N S

The Standing Committee on Finance and Operations met at 5:04 p.m. on Thursday, September 8, 2022 at the Durkin Administration Building in Room 410.

There were present: Vice-Chair Kamara, Member Mailman and
Chair O'Connell Novick

Representing Administration were: Mr. Allen, Ms. Consalvo, Mr. Freeman, Mr. Hennessey
and Dr. Friel

Others in attendance: Karen Spinelli, Jermaine Johnson

gb 1-303 - Administration (October 25, 2021)

To review the Independent Accountants' Report on Applying Agreed-Upon Procedures for the Department of Elementary and Secondary Education End of Year Financial Report.

Karen Spinelli, CPA representing Spinelli Accountants and Advisors reported on the findings based on the Independent Accountants' Report on Applying Agreed-Upon Procedures for the Department of Elementary and Secondary Education End of Year Financial Report for FY21.

Under the Summary of Procedures and Findings for Procedure 2, there were some exceptions on a couple of lines that did not agree but that was because those numbers are pre-populated by the state and the district is unable to change those numbers. All other procedures were found to be in accordance.

Chair Novick inquired as to the agreement level between the MSBA contract revenue and the end of year reports and Ms. Consalvo stated that the line needs to be amended.

On a roll call of 3-0, the item was approved and filed.

gb 1-146.1 -Administration/Ms. Novick (June 8, 2021)

Response of the Administration to the motion to prepare a report on the cost for the entire district to be part of the Bridge for Resilient Youth in Transition (BRYT) Program and present that information at the Budget meeting in June.

Mr. Allen stated that Superintendent Monárrez is creating a Wellness Task Force and BRYT will be one of the components that will be addressed.

On a roll call of 3-0, the item was filed.

gb 1-208 - Administration (July 30, 2021)

To review the status of the FY22 Budget and make appropriate transfers as required.

Ms. Consalvo stated that there were a lot of vacant positions last year. Therefore, many of those projected balances were redistributed through other lines.

Chair Novick stated that the district does not have a record from previous years and asked if the City's new Enterprise system would allow tracking and reporting of vacancies. Ms. Consalvo stated that currently the district does that manually and that the Enterprise system would be a database that would allow for the recording of vacancies.

On a roll call of 3-0, the item was filed.

Chair Novick stated that the following items would be taken together:

gb 9-355 - Miss McCullough/Miss Biancheria/Mr. Foley/Mr. Monfredo (October 23, 2019)

Request that the Administration explore the feasibility of providing bus transportation to secondary students that live less than 2 miles from school.

gb 1-101 - Mr. Foley (March 23, 2021)

To discuss the use of school buses operated solely on electric power either through acquisition, conversion or a combination of both.

gb 2-44 - Johnson/Clancey/Kamara/Mailman/McCullough/Novick (January 26, 2022)

Request that the Administration provide a pre and post Covid report regarding the timeliness and consistency of school bus routes to include:

- the number of bus drivers that are currently active and indicate how many are needed
- the number of bus drivers and monitors that are needed to be fully staffed and indicate the recruitment efforts being made and indicate what Human Resources is doing to help in this regard.

gb 2-109 - Mailman (March 22, 2022)

Request that the Administration provide the following transportation updates regarding to After School and Out-of-school providers:

- restoration of pre-existing bus stops at sites for the Spring 2022
- exploration of summer bus support for summer school and
- include SY23 providers and future transportation planning

gb 2-205 - Johnson (July 13, 2022)

Request that the Administration develop a districtwide process to ensure that students are not marked tardy in the event that buses are late.

gb 2-241 - Novick (August 23, 2022)

To consider monthly updates on the implementation of district-operated transportation during the 2022-23 school year.

Mr. Allen presented the September Student Transportation update which included:

- 74 Full-Size Bus Drivers
- 95 Mid-Size Bus Drivers and
- 109 Bus Monitors

He stated that the district began this school year using the new Versatrans My Stop app and that a few technical issues occurred and some adjustments were made. If there are any questions regarding accessing the app, caregivers can call the Transportation Department at (508) 799-3241.

Mr. Allen also stated that any School Committee policy change for the 2023-24 school year impacting the number of buses needed would have to be voted on as soon as possible in order to place orders for additional buses for next year. He provided information of various alternative fuels and a decision on that would also be needed as soon as possible. The district plans on implementing an enhanced version of the current transportation registration portal in order to allow for better load management and planning for 2023-24.

He thanked the whole transportation team including drivers and liaisons for their work during the first two weeks of the school year.

Member Mailman asked if there was any data available from other districts that currently use electric buses. Mr. Allen stated that he and Mr. Hennessey have been attending conferences pertaining to the alternative fuel market, but due to the fact that electric buses are three times the cost of a regular school bus, the district would prefer to use propane as the alternative fuel choice.

Mr. Hennessey provided the following advantages of using propane in the buses:

- price per gallon is significantly less
- maintenance is significantly lower
- less oil changes needed
- less emissions
- no engine warmup needed for heating and
- no hazardous waste

Chair Novick asked if there are plans to provide My Stop access for parochial school students and Mr. Hennessey stated that the district is working on that.

Member Mailman asked for more information on the out-of-school providers and Mr. Allen stated that the Administration met with them again in August and provided the current practice which is if a bus is heading in a certain direction and if there is capacity to take on the students. The process has not changed, but it's the number of buses heading in that direction that has changed. Once there are more buses and drivers, there will be greater flexibility. Mr. Hennessey stated that the district started with the same locations that it ended with last year. Mr. Freeman stated that there were other providers such as Ride Rite that were providing transportation but they are also experiencing capacity issues.

Member Novick stated that the Student Handbook clearly states that the transportation provided is from a student's home to school and school back home. She suggested clarifying the language. She also suggested that if a parent inquired about out of school transportation, he or she should call the Transportation Department for information.

On a roll call of 3-0, gb 9-355, gb 1-101, gb 2-44, gb2-109 and gb 2-205 were filed and gb 2-241 will be the current transportation item and will be held for the next meeting.

On a roll call of 3-0, the meeting was adjourned at 6:05 p.m.

N. APPROVAL OF GRANTS
Administration
(September 7, 2022)

ITEM - gb #2-245
S.C. MEETING - 9-15-22

ITEM:

To accept the STEM Equipment & Professional Development Grant from Massachusetts Life Science Center in the amount of \$220,810.

PRIOR ACTION:

BACKUP: Annex A (1 page) contains the Grant Acceptance form.
Annex B (1 page) contains the Worcester Public Schools'
MLSC FY23 Budget.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

Grant Acceptance Form

Name of Grant: STEM Equipment & Professional Development Grant

Type of Funder: Massachusetts Life Science Center

Awarded Amount: \$220,810

Grant Funding Period: Upon Award to June 30, 2023

Project title: Science Equipment Replacements

Program coordinator: Christine Lloyd, Science & Engineering Liaison

Purpose: Massachusetts Life & Science Center seeks to further advance and expand life sciences education at public high schools and middle schools through implementation of project and inquiry-based curriculum. This award will allow schools and curriculum provider's professional development and the purchase of equipment, materials, supplies, and technology needed to support new or expanded curriculum.

Description of the program: The purchase of the equipment will engage students in a vertical pipeline leading to increased interest in the Life Sciences STEM fields. The district plans to purchase 120 Digital Tablet Compound Microscopes to enhance our core Biology curriculum and directly impact 9th grade students and the Life science elective courses at the remaining 5 High Schools, Doherty, South, Worcester Technical High School, Claremont Academy and University Park Campus School. The microscopes that this equipment replaces will then have an indirect impact on the 18 feeder elementary schools based on 2016 NGSS cell biology standards in our 6th grade classrooms. We will expand programs at the 6 Middle Schools using the 20 additional "Neuromaker Biotechnology Kits" along with 60 laptops that will be dedicated to use for this program and support programming software.

Program location: Various Secondary School Locations

Outcomes and Measures: The equipment purchased will allow students to learn that the success of a bioprocess depends critically on good design and operation of the bioreactor, thereby increasing their technology skills identified as important by future employers. The professional development will support the teachers with the instruction of science curriculum.

N. APPROVAL OF GRANTS and OTHER FINANCE ITEMS
Administration
(September 7, 2022)

ITEM - gb 2-246
S.C. MEETING - 9-15-22

ITEM:

To approve the following prior fiscal year payments:

- \$420 for a sick leave incentive for an employee
- \$450.03 for CNA training for an employee

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

O. GENERAL BUSINESS
Administration/Clancey/Johnson/Novick
(September 7, 2022)

ITEM - gb 2-11.1
S.C. MEETING - 9-15-22

1ST ITEM	gb 2-11	S.C.MTG. 1-20-22
2ND ITEM	gb 2-11.1	S.C.MTG. 9-15-22

ITEM:

Response of the Administration to the request to provide an update on each school with security guards, to include their role throughout the day and hours.

ORIGINAL ITEM: Clancey/Johnson/Novick (December 20, 2021)

Request that the Administration provide an update on each school with security guards, to include their role throughout the day and hours.

PRIOR ACTION:

1-20-22 - On a roll call of 7-0, the item was referred to the Administration.

BACKUP: Annex A (1 page) contains the Administration's response to the item.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

Security Guard Services for the Worcester Public Schools

Current Contracted Provider: Jet Security, LLC

Contract Term: 2 school years beginning August 25, 2022 – last day of school 2024, with a one-year option to renew for a third and final year at the sole discretion of the City.

Quantity: Ten (10) uniformed unarmed guards daily at the following locations

<u>Location</u>	<u>Annual Cost</u>
a. South High Community School, 170 Apricot St.	\$ 27,360
b. Sullivan Middle School, 140 Apricot St.	\$ 27,360
c. North High School, 150 Harrington Way	\$ 27,360
d. Doherty High School, 299 Highland St.	\$ 27,360
e. Worcester Technical High School, 1 Skyline Drive	\$ 27,360
f. Burncoat High School, 179 Burncoat St.	\$ 27,360
g. Gerald Creamer Center, 120 Granite St.	\$ 13,680
h. Jacob Hiatt School, 772 Main St.	\$ 29,070
i. Fanning Building, 24 Chatham St.	\$ 15,390
j. Durkin Administration Building, 20 Irving St.	\$ 40,375
Total Costs	\$262,675

Duties:

- Monitoring outside grounds of school buildings.
- Monitoring of vehicular traffic on school grounds.
- Monitoring students and visitors when entering school ground
- Walking corridors inside the school building
- Signing-in visitors who enter the school building

Security personnel is responsible for monitoring inside and outside school buildings. Inside work hours will begin at thirty (30) minutes after monitoring the school parking lot for the start of the school day.

Five times a day, as directed by the principal, the security guard is required to perform a perimeter safety check outside of the school building.

Each guard must have knowledge of “Drug-Free Work Place” and “Zero Tolerance” laws and legislation and Worcester Public Schools student misconduct policy. Copy of Worcester Public

Schools Program and Policy Handbook will be provided. Violations of these policies by students, staff or any other individual on school grounds are to be brought to the immediate attention of the principal. Security guards will function as team members for the particular school he/she is assigned.

O. GENERAL BUSINESS
Administration/Novick/Clancey/
Johnson/Kamara/Mailman
(September 7, 2022)

CURRENT ITEM - gb 2-18.13
S.C. MEETING - 9-15-22

1ST ITEM	gb 2-18	S.C.MTG. 1-20-22
2ND ITEM	gb 2-18.1	S.C.MTG. 2-3-22
3RD ITEM	gb 2-18.2	S.C.MTG. 2-17-22
4 TH ITEM	gb 2-18.3	S.C.MTG. 3-3-22
5 th ITEM	gb 2-18.4	S.C. MTG. 3-17-22
6 th ITEM	gb 2-18.5	S.C. MTG. 4-7-22
7 th ITEM	gb 2-18.6	S.C.MTG. 5-5-22
8 th ITEM	gb 2-18.7	S.C.MTG. 5-19-22
9 TH Item	gb 2-18.8	S.C.MTG. 6-2-22
10 th Item	gb 2-18.9	S.C.MTG. 6-16-22
11 th ITEM	gb 2-18.10	S.C.MTG. 7-21-22
12 th ITEM	gb 2-18.11	S.C.MTG. 8-18-22
13 th ITEM	gb 2-18.12	S.C.MTG. 9-1-22
14 th ITEM	gb 2-18.13	S.C.MTG. 9-15-22

ITEM:

Response of the Administration to the request to update the community on the Worcester Public Schools and COVID.

PRIOR ACTION:

1-20-22 - Superintendent Binienda provided the updated COVID results as follows:
Week of January 14-January 20
Students
-936 positive cases
-36 quarantined
Staff
-142 positive cases
-1 quarantined
Test and Stay cases:
Students
-922
Staff
-42
Ms. Novick asked that the Administration continue to enforce mask wearing especially for staff.
She also asked the Administration to contact Honeywell in order to provide a report on the feasibility of moving the portable filters into cafeterias that do not currently run them.
On a roll call of 7-0, the item was held for an update at each meeting.

BACKUP: Annex A (1 page) contains the Administration's response to the item.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Provide an update and hold for the next meeting.

PRIOR ACTION (continued)

2-3-22 - School Committee Member Novick asked if the Administration is planning for another vaccination clinic and urged it to communicate on a regular basis with families regarding the importance of vaccinations. She also asked if the Administration had heard from Honeywell regarding relocation of the portable ventilation units to cafeterias.

Mr. Allen stated that Honeywell had supported the use of the portable units in the cafeterias.

Superintendent Binienda stated that she would provide more information regarding vaccine clinics at the next School Committee meeting.

Superintendent Binienda provided the updated COVID results as follows:

Week of January 28-February 3

Students

-243 positive cases

-20 quarantined

Staff

-48 positive cases

-0 quarantined

Test and Stay cases:

Students

-290

Staff

-25

School Committee Member McCullough made the following motion:

Request that the Administration consider lifting the spectator restrictions at student sport events by Wednesday, February 9, 2022, pending the City Manager's decision.

On a roll call of 7-0, the motion was approved.

Hold for the next meeting.

2-17-22 - Superintendent Binienda provided an update on the COVID cases for February 11-17:

Students 68 positive

Staff 19 positive

Test and Stay 62 positive students and 5 positive staff

74% of staff are vaccinated

19% of students are vaccinated (two shots)

16,983 students have received one shot

(continued on Page 3)

PRIOR ACTION (continued)

- 2-17-22 - School Committee Member Mailman stated that she reviewed the data on the state website for the MIIS (Massachusetts Immunization Information System) which indicated that 5-11 year olds were 38.9% vaccinated and 12-15 year olds were 72% vaccinated. She requested that the Superintendent's weekly email update should also contain vaccine updates for students and staff.
School Committee Member Kamara requested that the update include graphs indicating the numbers by positive cases and vaccinations broken down by quadrants.
Hold for updates at the next meeting.
- 3-3-22 - Superintendent Binienda provided the updated COVID results as follows:
Week of February 18 through March 3
Students
-36 positive cases
-0 quarantined
Staff
-10 positive cases
-0 quarantined
Test and Stay cases:
Students
-24
Staff
-4
Superintendent Binienda stated that she would provide more information regarding vaccine clinics at the next School Committee meeting.
School Committee Member Mailman asked if there were any updates on the number of vaccinations.
Superintendent Binienda stated that she would be forwarding them to the School Committee members on Friday, March 4, 2022.
Vice-Chair Johnson asked if the vaccination numbers had changed.
Superintendent Binienda stated that the numbers come from the Department of Public Health who are the ones who provide the vaccination shots.
School Committee Member Kamara requested that the Administration invite Dr. Castiel to a School Committee Meeting to provide an updated report regarding vaccination clinics, the number of people who have received vaccinations and indicate what has been done throughout the city.
On a roll call of 6-0-1 (absent Ms. Novick), the item was held for the next meeting. **(continued on Page 4)**

PRIOR ACTION (continued)

3-17-22 - Superintendent Binienda provided the COVID-19 numbers for the week of March 3 through March 11.

Students

13 positive

0 quarantined

22 Test and Stay

Staff

6 positive

0 quarantined

0 Test and Stay

Member O'Connell-Novick asked for the districtwide vaccination numbers. Superintendent Binienda reported the following DPH numbers from March 7, 2022:

Of the 23,829 WPS students, 2,722 have received one dose, 8,238 have received 2 doses and 815 have received a booster (3 doses). The number of students in compliance is 9,049 or 37.97 percent. The total number of students who have received at least one dose is

11, 860 or 49 percent.

Superintendent Binienda stated that the district is partnering with UMASS and DPH to provide vaccination clinics for staff and students. She also stated that DESE provided extra test kits and that 19,100 tests were received last week and another 56,000 are expected within the next few days.

It was moved and voice voted to hold the item for updates at the next meeting.

4-7-22 - Superintendent Binienda provided the COVID-19 numbers for the week of April 1 through April 7.

Students

33 positive

1 quarantined

115 Test and Stay

Staff

24 positive

0 quarantined

13 Test and Stay

Mayor Petty asked if the number of cases per school could be provided to the parents.

Superintendent Binienda stated that she discussed this with the health professionals who have suggested that that information not be published. Member Novick asked that the data on the website be updated weekly and inquired as to whether or not there are elevated levels of absences among students and staff.

Superintendent Binienda stated that there is a slightly elevated level of absences due to a stomach flu occurring in the schools.

On a roll call of 7-0, the item was held for updates at the next meeting.

(continued on Page 5)

PRIOR ACTION (continued)

5-5-22 - Superintendent Binienda provided the COVID-19 numbers for the week of April 29 through May 5th.

Students

131 positive
0 quarantined
304 Test and Stay

Staff

60 positive
0 quarantined
22 Test and Stay

She stated that the Commissioner of Education extended the Test and Stay until the end of the school year due to the increases in COVID cases. She also stated that the City Manager will be releasing a statement on May 15th regarding requirements for staff regarding the vaccinations and testing.

Ms. Novick stated that she would like her colleagues to remember that they are their own independent bargaining units when it comes to dealing with vaccinations and the staff. The City Manager sets policy for the City side not for the school side. She asked for an update on the vaccinations of students and staff.

Superintendent Binienda stated that the regular vaccinations for students are almost all up to date. A ConnectEd message will be sent out regarding the second set of COVID shots for students and staff. The City has been running vaccination clinics and she will get the data from them to provide to the School Committee at a later date. On a roll call of 7-0, the item was held for updates at the next meeting.

5-19-22 - Superintendent Binienda provided the COVID-19 numbers for the week of May 13 through May 19.

Students

252 positive (1 quarantined), 449 Test and Stay

Staff

84 positive, 45 Test and Stay

Superintendent Binienda strongly recommended that students and staff wear masks and encouraged vaccinations and boosters.

The update on vaccinations is as follows:

First Dose	1,929 (8.1%)
Second Dose	8,469 (35.55%)
Booster	(6.74%)

Totally Compliant (at least one dose) 50.37 %

The information will be posted on the WPS website.

On a voice vote, the item was held for updates at the next meeting.

(continued on Page 6)

PRIOR ACTION (continued)

- 6-2-22 - Superintendent Binienda provided the COVID-19 numbers for the week of May 27th through June 2nd.
- Students
99 positive
0 quarantined
204 Test and Stay
- Staff
27 positive
0 quarantined
10 Test and Stay
- She stated that the COVID test kits were ordered for summer school and the medical waiting rooms and the CNAs will be maintained for summer school and for the 2022-23 School Year. State guidelines have changed to only test symptomatic students and the Administration needs to have a discussion whether to purchase the test and stay kits.
- Member Clancey asked how much it would cost the system to purchase the test and stay kits.
- Superintendent Binienda stated that the Administration will have to inquire of the cost of the kits.
- Member Novick stated that there are monies from the ESSER grant was set aside to help combat the pandemic.
- Superintendent Binienda stated that the ESSER monies that was put aside is for the contract with the Family Health Center to provide testing for students and for PPEs.
- Member Novick inquired as to the ongoing efforts to increase vaccination rates. She also asked if the Administration is planning to take down the Plexiglas over the summer.
- Superintendent Binienda stated that students can receive the vaccinations though the Department of Public Health and summer clinics will begin prior to the 2022-23 school year. She also stated that a discussion will take place with Mr. Allen, Mr. Bedard and Mr. Pezzella to remove the Plexiglas within the schools.
- On a roll call of 7-0, the item was held for updates at the next meeting.
- 6-16-22 - Superintendent Binienda provided the following update on COVID cases for June 10-June 15:
- Students
41 positive
0 quarantined
68 Test and Stay
- Staff
24 positive
0 quarantined
5 Test and Stay
- Member Johnson asked if the district was going to be participating in the Test and Stay program when school reconvenes in the Fall and Superintendent Binienda stated that the Commissioner will be providing an update in July.
- It was moved and voice voted to hold the item for the July meeting.

PRIOR ACTION (continued)

- 7-21-22 - Dr. Monárrez provided the following update on COVID cases from July 15th through the 21st:
Students
0 –summer school students are not being tested
Staff
6 positive
Dr. Monárrez recommended that the Administration keep track of the COVID data for the first two months before recommending that the School Committee consider filing the item.
Member Johnson asked for an updated report regarding the participation in the Test and Stay program when school reconvenes in the Fall.
Dr. Monárrez stated that she will provide a response at the next School Committee Meeting..
It was moved and voice voted to hold the item for the next meeting.
- 8-18-22 - Superintendent Monárrez provided an update stating that there were 14 staff that tested positive. She met virtually with DESE Commissioner Riley and there were no changes in the guidance from the end of last year. She stated that a medical waiting room will be in each school and will be staffed with CNAs or nurses. The state is no longer providing PPEs or masks, but the district will be using ESSER funds for purchasing and distributing those supplies to students and families. The Test and Stay program has been lifted and she is not recommending mandatory masking. The state will be providing guidance on Monkeypox and Dr. McGovern and her staff will be alerted to the symptoms. The state is also no longer requiring that the WPS report the number of COVID positive cases to them. Students will be sent home with testing kits and it will be up to the families to report positive results to the schools.
Member O’Connell Novick asked what the protocol is when a positive case is reported.
Mr. Allen stated that they would isolate for a minimum of 5 days and then revert to the masking policy.
Member O’Connell Novick asked if there is anything being done to increase the number of students that have been vaccinated. Dr. Monárrez stated that the district will continue to advocate for vaccinations.
On a voice vote, the item was held for updates at the next meeting.
- 9-1-22 - Dr. Monárrez provided the following update on COVID cases from August 19, 2022 through September 1st:
Staff
43 positive
Students
46 positive
Dr. McGovern will coordinate informational nights regarding vaccines in conjunction with the Department of Public Health for families throughout the quadrants. Once these are scheduled and completed, there will be opportunities for families to be vaccinated.
It was moved and voice voted to hold the item for the next meeting.

WORCESTER PUBLIC SCHOOLS
COVID INFORMATION

August 27, 2022 – September 8, 2022

	Positive Cases
Students	163
Staff	70

O. GENERAL BUSINESS
Administration/Johnson
(September 7, 2022)

ITEM - gb 2-203.1
S.C. MEETING - 9-15-22

1ST ITEM	gb 2-203	S.C.MTG. 8-18-22
2ND ITEM	gb 2-203.1	S.C.MTG. 9-15-22

ITEM:

Response of the Administration to the request that the Superintendent update the School Committee on the MOU with Worcester Police Department for School Liaison Officers and provide updates at subsequent School Committee meetings to include plans for a working MOU.

ORIGINAL ITEM: Johnson (July 13, 2022)

Request that the Superintendent update the School Committee on the MOU with the Worcester Police Department for School Liaison Officers and provide updates at subsequent School Committee meetings to include plans for a working MOU.

PRIOR ACTION:

7-21-22 - Dr. Monárrez stated that in the beginning of August she will meet with the Acting City Manager, Police Department and district leadership to discuss the Memorandum of Understanding. Legal Counsel is drafting language for the MOU which will be discussed. She would like to provide the draft MOU to the Safety Task Force before presenting it to School Committee for its approval. The MOU will be monitored by the Safety Task Force and changes will be recommended for the first quarter. The goal is to ensure that students and staff are safe and the partnership with the City police is clear.

Vice-Chair Johnson stated that the School Committee does not approve the MOU but it would like to make certain that it aligns with policies. He also stated that once the MOU is in place, the committee would like to see what is or is not working in the schools.

Member Mailman stated that the MOU should align with State policy and guidelines.

On a roll call of 5-2 (absent Mayor Petty and Ms. McCullough), the item was held for the School Committee Meeting on August 18, 2022.

(continued on Page 2)

BACKUP: Annex A (7 pages) contains a copy of the draft MOU.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:
Provide update.

PRIOR ACTION (continued)

- 8-18-22 - Superintendent Monárrez stated that she has met with the Worcester Police Department and brought that information to the Mayor's Safety Task Force. She stated that the next step is to meet with Pre K-Grade 12 principals to peruse the draft MOU and provide feedback and she will bring a draft, if ready, to the School Committee meeting on September 15, 2022. Otherwise, it will be presented at the October 6, 2022 meeting. Member Mailman asked if the district follows the state language. Mayor Petty stated that it starts with the state language and is then modified. Superintendent Monárrez added that they looked at other districts which shared the same guiding principles for a sampling. On a voice vote, the item was held.

**2022-2023 School Liaison Officer
Memorandum of Understanding**

Between the Worcester Public Schools and the Worcester Police Department

This agreement (the “Agreement”) is made by and between the Worcester Public Schools and the Worcester Police Department, (the “Parties”). The Chief of Police of the Worcester Police Department (the “Chief”) and the Superintendent of the Worcester Public Schools (“the Superintendent”) are each a signatory to this Agreement.

Purpose

The purpose of this Agreement is to formalize and clarify the implementation of the partnership between the schools and the School Liaison Officers (“SLO”) in order to promote school safety; help maintain a positive school climate for all students, families, and staff; and facilitate appropriate information-sharing, establish communication modalities between the parties, enhance collaborative training between the parties, monitor and evaluate the impact of the SLO model and strengthen positive relationships between youth and law enforcement.

This memorandum does not and may not be relied upon to create any rights, substantive or procedural, enforceable by any person in any civil or criminal matter. Modifications of this Agreement are permissible when necessary to indicate local practice, so long as they are consistent with state and federal law.

I. Guiding Agreements

The mission is to facilitate relationship-building by the SLO such that students, faculty, staff, and community members see the SLO as contributing to a positive school climate. This will be realized by supporting and fostering the safe and healthy development of all students in the Worcester Public Schools through the strategic and appropriate use of law enforcement resources and with the mutual understanding that school participation and completion are indispensable to achieving positive outcomes for youth.

The Parties are guided by the following goals and objectives:

- To foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, gender expression, or socioeconomic status;
- To promote a strong partnership and communication between school and police personnel and clearly delineate their roles and responsibilities;
- To ensure that school personnel and SLOs have clearly defined roles in responding to student conduct and that school administrators are responsible for code of conduct and routine disciplinary incidents;
- To provide requirements and guidance for training, including SLO training required by law and consistent with best practices and training for school personnel as to when it is appropriate to request SLO intervention;
- Demonstrated commitment to de-escalation, diversion, and/or restorative practices, and an understanding of crime prevention, problem-solving, and community policing in a school setting;

Nothing in this Agreement shall limit an officer’s ability to exercise lawful authority consistent with all laws of the Commonwealth.

II. “The School Liaison Model”

The Worcester Police Department remains committed to the safety and security of the Worcester Public School community. To that end, the School Liaison Officer model has been developed to provide a wider delivery of police service to all of the Worcester Public Schools.

Through this model, one SLO will be assigned to each of the Worcester Public School’s quadrants (Doherty quadrant; South quadrant; North quadrant; and Burncoat quadrant) SLOs will have the primary responsibility for providing police services to all the schools in their quadrant. As no two schools are exactly alike, the SLOs will strive to use a collaborative approach to problem-solving to address the distinct concerns and persistent challenges at each of their assigned schools. SLOs will have the resources of specialized units at their disposal (i.e. Traffic Division, Crisis Intervention team, etc.).

III. Roles and Responsibilities of the SLO

A “school liaison officer” is a duly sworn municipal police officer appointed by the chief of police, with all necessary training and up-to-date certificates, including special school resource officer certification as required by subsection (b) of section 3 of chapter 6E of the General Laws and is charged with: (i) providing law enforcement; (ii) promoting school safety and security services to elementary and secondary public schools; and (iii) maintaining a positive school climate for all students, families, and staff.

The Parties agree that school officials and the SLO play important and distinct roles in responding to conduct to ensure school safety and promote a positive and supportive learning environment.

The SLO shall not (i) serve as a school disciplinarian, enforcer of school regulations, or in place of licensed school psychologists, psychiatrists, or counselors; or (ii) use police powers to address traditional school discipline issues, including non-violent disruptive behavior.

The principal or principal’s designee shall be responsible for student code of conduct violations and routine disciplinary incidents.

The SLO shall be responsible for investigating and responding to potential criminal incidents as well as conduct that requires immediate intervention to maintain safety, as described below.

For conduct that requires immediate intervention to maintain safety (whether or not the conduct involves criminal conduct), the principal or principal’s designee may request the presence of the SLO.

When the SLO or other Police Department employees have opened a criminal investigation, school personnel shall not interfere with such investigation or act as agents of law enforcement. To protect their roles as educators, school personnel shall assist in a criminal investigation only as witnesses.

The parties agree that when it is necessary to bring youth to court, the preferred method would be through a summons process, unless extenuating circumstances, such as an ongoing threat to the safety of the student, and or other students or school personnel, require immediate action.

Request for added police patrols or presence on the school campus should first be directed to the SLO, who will arrange for adequate police deployment.

SLO may assist with traffic concerns at their assigned schools. If added enforcement is required, the Traffic Division may be contacted so that proper enforcement can be deployed.

SLO shall respond to their assigned schools to confiscate and secure drugs or other paraphernalia confiscated by school administrators, as per Worcester Police Department drug evidence procedure. However, if the SLO's response cannot be made in a timely manner, the Operations officer will respond.

Each SLO will meet at the beginning of each school year collectively with all principals within their assigned quadrant to develop relationships with any new principals and to discuss and determine the preferred methods of interaction by each of the schools with the SLO.

The SLO may participate in any District and school-based emergency management planning. The SLO may also participate in the work of any school threat assessment team to the extent any information sharing is consistent with obligations imposed by the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C. § 1232g).

IV. Worcester Public Schools Administrators Roles and Responsibilities of Worcester Public schools Administrators and Students

Behaviors That Will Involve Notification of the Worcester Police Department

Without limiting the right of School District administrators to contact the Worcester Police department for assistance with school matters on an emergency basis, the Parties hereto have identified the following behaviors that will result in notification by the District to the Worcester Police Department:

1. The possession and/or use of an inhalant or any controlled substance, as defined in Mass. G.L. c. 94C;
2. Any incident in which any individual is reasonably believed to be selling or distributing alcohol or any controlled substance, as defined in Mass. G.L. c. 94C;
3. The possession of a weapon, as defined in Mass. G.L. c. 269 § 10, or Mass. G.L. c. 71 § 37L(b), and/or the Student Handbook;
4. Any bomb threat, fire, threatened or attempted fire setting, threatened or attempted use of an explosive device or hoax device;
5. any incident of hazing as defined by Mass. G.L. c. 269 § 17;
6. Any sexual assault, including but not limited to rape, assault with intent to rape, indecent assault and battery, as well as any lewd and lascivious behavior, open and gross lewdness, indecent exposure, or incident of gender-based harassment, "sexting," "sextortion" or possession of sexually explicit photographs of a student or a child under the age of eighteen.

In interpreting this Section, the Parties acknowledge that this Agreement is intended to address incidents that would require: a law enforcement response in a school setting; a law enforcement response during any school-sponsored activity, even if the event is off school grounds; or a law enforcement response in the community involving students of the Worcester Public Schools.

The School Safety Director will coordinate additional school resources that will be needed by the SLO to respond more effectively in their jobs at the respective school.

At least annually, it shall be the responsibility of the District to provide training and information to educators and other school staff on the distinct roles of school administration and SLOs in addressing student conduct, consistent with this Agreement. The School Safety Director will schedule such trainings

for the schools. The SLO and school principal will collaboratively design educational programs to enhance community policing and build relationships.

Note: Police Officers serving as SLOs will mirror the Community Policing Model and currently practiced by every police officer throughout the Worcester community. In many instances, the SLO works to support parent/caregiver, neighborhood, or community issues that may impact the school setting.

V. Disclosure to a Law Enforcement Officer or Agency

As required by section 37L of chapter 71 of the General Laws, school department personnel and SLOs shall not disclose to a law enforcement officer or agency, any information relating to a student or a student's family member: (i) immigration status; (ii) citizenship; (iii) neighborhood of residence; (iv) religion; (v) national origin; (vi) ethnicity; or (vii) suspected, alleged, or confirmed gang affiliation, unless it is germane to a specific unlawful incident or to a specific prospect of unlawful activity the school is otherwise required to report.

VI. The Process for Selecting the SLO

In accordance with state law, the Chief of Police shall assign an officer to the role of SLO. The Chief may consider the following factors in the selection of the SLO:

- Proven experience working effectively with youth;
- Demonstrated ability to work successfully with a population that has a similar racial and ethnic makeup and language background as those prevalent in the student body, as well as with persons with physical and mental disabilities, including persons with special educational needs, persons on the autism spectrum, and persons with behavioral health challenges;
- Demonstrated commitment to making students and school community members of all backgrounds feel welcomed and respected;
- Demonstrated commitment to de-escalation, diversion, and/or restorative justice, and an understanding of crime prevention, problem-solving, and community policing in a school setting;
- Knowledge of school-based legal issues (e.g., confidentiality, consent), and demonstrated commitment to protecting students' legal and civil rights;
- Knowledge of school safety planning and technology;
- Demonstrated commitment and ability to engage in outreach to the community;
- Knowledge of school and community resources;
- A record of good judgment and applied discretion.

In accordance with state law, the Chief shall not assign an SLO based solely on seniority.

VI. Organizational Structure

- The SLO shall report directly to the Operations Days Administrative Lieutenant.
- The WPS School Safety Director will be the liaison to the Worcester Police Department.

VII. Annual Review of the SLO

In accordance with state law, the Chief shall annually review the performance of the SLO model, including the success and effectiveness in meeting the guiding agreements of this MOU.

The Chief and Superintendent shall jointly develop and agree in advance on the metrics for measuring the SLO model. The review shall consider SLO efforts to prevent unnecessary student arrests, citations, court referrals, diversion referrals, and other use of police authority.

VIII. Training for SLOs

In accordance with section 23 of chapter 253 of the Acts of 2020, the Municipal Police Training Committee shall provide training for SLOs, including but not limited to:

- the ways in which legal standards regarding police interaction and arrest procedures differ for youth compared to adults;
- child and adolescent cognitive development, which shall include instruction on common child and adolescent behaviors, actions, and reactions as well as the impact of trauma, mental illness, behavioral addictions such as gaming and gambling disorder, and developmental disabilities on child and adolescent development and behavior;
- engagement, de-escalation, diversion, and restorative justice practice tactics that are specifically effective with youth; and strategies for resolving conflict and diverting youth in lieu of making an arrest.

Such program shall also include training related to:

- hate crime identification and prevention training curriculum, including the acquisition of practical skills to prevent, respond to, and investigate hate crimes and hate incidents and their impact on victim communities;
- anti-bias, anti-racism, and anti-harassment strategies;
- identification of youth at risk of or who are being commercially sexually exploited; bullying and cyberbullying;
- helping school liaison officers interact effectively with school personnel and victim communities and building public confidence with cooperation with law enforcement agencies.

The SLO shall attend a minimum of 40 hours of training per year, including the required In-Service training.

Where practicable, the school district and school administrators working with SLOs will undergo training alongside SLOs to enhance their understanding of the SLO's role and the issues encountered by the SLO. Training may be coordinated by the School Safety Director.

IX. Data Collection and Reporting

For the 2022-2023 school year, there will be a quarterly review of the SLO model impact with recommended amendments to this MOU.

Annually, not later than August 1, the superintendent shall report to the department of elementary and secondary education, (the "Department"), and publicly present to the relevant school committee: (i) the

cost to the school district of assigning a school liaison officer; (ii) a description of the proposed budget for mental, social or emotional health support personnel for the school; and (iii) the number of school-based arrests, citations and court referrals made in the previous year disaggregated as required by the department of elementary and secondary education.” To accomplish this, the Chief agrees to provide the District with access to data in their possession, on an individual level, as needed to fulfill the District’s data reporting responsibilities.

X. Procedures for requesting assistance

Emergency or Acute Incidents:

For all situations requiring an immediate response or police intervention, 911 must be dialed. School staff will give as much accurate detail as possible when describing the problem and the specific location on the school campus. An Operations Officer will immediately respond, in addition to the SLO. The Officer will conduct the initial investigation and take appropriate action.

Non-emergency, Past or General Incidents:

The SLO can be contacted directly during their assigned work hours. Additionally, for non-emergency, past, or general incidents before, during, or after school hours, the principal or principal’s designee can call the WPD Non-Emergency line at 508-799-8606.

Threats of Bomb or explosives:

On Bomb threat procedures, the principal or principal’s designee will call 911 for an immediate police response.

XI. ALICE – Alert / Lockdown / Inform / Counter / Evacuate

In January 2017, Parties committed to endorsing the national training program, ALICE, which provides preparation and a plan for school buildings on how to more proactively handle the threat of an aggressive intruder or active shooter. Select members of the Police Department, including all the SLOs, in conjunction with the School Safety Director, have been certified ALICE instructors.

Throughout the year, SLOs and other ALICE Instructors will provide a blended learning approach on school premises. Instruction will consist of on-site drills and exercises, in addition to other resources that school personnel can use if a violent or active shooter event occurs.

XII. Effective Date and Duration,

This Agreement shall be effective as of the date of signing.

This Agreement remains in full force and effect until amended or until such time as either of the Parties withdraws from this Agreement by delivering a written notification to the other Party with a 20-business day window.

Upon execution of this Agreement by the Parties, a copy of the Agreement shall be placed on file in the offices of the Chief and the Superintendent.

Dr. Rachel H. Monárrez
Superintendent of Schools

Steven M. Sargent
Chief of Police

Date: _____, 2022

Date: _____, 2022

DRAFT

O.GENERAL BUSINESS

Ms. Novick
(August 29, 2022)

ITEM - gb #2-247
S.C. MEETING - 9-15-22

ITEM:

To consider the resolutions before the MASC Delegates Assembly in order to advise the Worcester School Committee's delegate.

PRIOR ACTION:

BACKUP:

Annex A (3 pages) contains a copy of the 2022 MASC Resolutions.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Consider the resolutions and file.

report of the resolutions committee

The members of the Resolutions Committee met on July 5, 2022 to consider resolutions proposed by member districts for consideration at the 2022 Annual Meeting of the Association. Members present were: Stacey Rizzo, Chair, Revere; Andrea Wadsworth, Lee; Jason Fraser, Plympton and Silver Lake Reg.; Paul Schlichtman, Arlington; Barbara Davis, Holbrook; Stephanie Clougherty, Carver; Beverly Hugo, Framingham; Beverly Griffin Dunne, Peabody and Essex North Shore Vocational School; Margaret Hughes, Narragansett; Robert Swartz, Gardner

The following resolutions were moved forward by the Resolutions Committee and approved by the Board of Directors.

RESOLUTION 1: REGARDING SANCTUARY LAWS FOR TRANSGENDER STUDENTS

(Sponsored by the Lexington School Committee and co-sponsored by the Worcester, Somerville, Grafton, and Franklin School Committees)

WHEREAS the Commonwealth of Massachusetts has a long history of standing for civil rights, including advocacy for a bill of rights in the U.S. Constitution; and

WHEREAS Massachusetts codified gender identity as a protected class in the 2011 Act Relative to Gender Identity; and

WHEREAS all children deserve a safe environment in which to grow up; and

WHEREAS some state governments are now criminalizing supportive medical care for trans individuals, moving to bar families from traveling to access such care, and otherwise violating the civil rights of trans children and their families; and

WHEREAS the defense of the civil rights of the historically marginalized is contained within the first article of the Massachusetts Constitution right of "seeking and obtaining their safety and happiness;"

THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees calls on the Great and General Court to join with other states in the passage of so-called "sanctuary" laws to ensure such children and their families have "the power of enjoying, in safety and tranquility, their natural rights and the blessings of life," as guaranteed by the Constitution of the Commonwealth.

RATIONALE: The 2011 passage of the Act Relative to Gender Identity marked a Massachusetts commitment to the civil rights of transgender residents. Laws recently passed or being considered in other states would put into question this protection, as some such laws call for families to be prosecuted for seeking medical treatment for their children, even across state lines. This is a profound violation of the civil rights of these children, and it increases the potential harm both to them and to their families. In response, a number of states are considering so-called sanctuary laws which would shield families from such prosecution, and extend to those children the rights guaranteed to them by Massachusetts law. As of the passage of this resolution, no such bills have been filed in Massachusetts. The Legislature must back up the 2011 Act with this further protection.

RESOLUTION 2: TO INCREASE THE MAXIMUM BALANCE ALLOWED BY THE SPECIAL EDUCATION RESERVE FUND

(Sponsored by the Plympton School Committee)

WHEREAS the Municipal Modernization Act allows for municipalities in conjunction with their school districts to create a Special Education Reserve Fund to cover the cost of unanticipated or unbudgeted special education costs, including the cost of out-of-district placements and special education transportation; and

WHEREAS the current language of the Special Education Reserve Fund caps the balance at 2 percent of annual net school spending, which for many rural and small districts does not leave enough in reserves to meet the needs of a single student who is placed into a collaborative setting, never mind a student who may be medically fragile and in need of an intensive residential placement; and

WHEREAS school districts with large student bodies are more likely to experience multiple unanticipated and unbudgeted special education related expenses throughout the school year;

THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees calls upon the Massachusetts Legislature to amend Chapter 40, Section 13E, by deleting "2 percent of the annual net school spending" and by inserting the following "5 percent of the annual net school spending."

RATIONALE: Current prices for special education day programs in Massachusetts Collaboratives can cost a district between \$50,000 to \$70,000 per student and private provider day programs can cost districts between \$70,000-\$100,000 per student. These prices do not include the cost to transport the students to these separate settings which is part of the overall price and can fluctuate in cost. Private residential special education settings can cost a district between \$120,000-\$250,000 per student.

The 5 percent cap would allow for deeper investment of the municipality's own monies towards preventing mid-year budget crisis and positioning the school district to have the ability to provide an appropriate public education in the least restrictive setting to all students. The 5 percent cap would also allow reserves to grow to a sustainable level which hopefully would not be wiped out by a single year of special education related expenses.

RESOLUTION 3: MEMBERSHIP OF THE BOARD OF ELEMENTARY AND SECONDARY EDUCATION

(Submitted by the Arlington School Committee)

WHEREAS the Board of Elementary and Secondary Education has broad powers to set education policy and enact regulations for Massachusetts public schools; and

WHEREAS the Board of Elementary and Secondary Education has the power to choose a receiver to replace an elected school committee; and

WHEREAS the Board of Elementary and Secondary Education governs educator licensure in Massachusetts; and

WHEREAS practicing educators and school committee members are prohibited from serving on the Board of Elementary and Secondary Education; and

WHEREAS the teaching profession is the only profession or trade in Massachusetts where the holders of a license are prohibited from serving on its governing board; and

WHEREAS professional expertise and a commitment to public governance should not disqualify a person from serving in a leadership role;

THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees calls for the enactment of legislation to repeal the provision of Massachusetts law that prohibits practicing educators and sitting school committee members from serving on the Board of Elementary and Secondary Education;

BE IT FURTHER RESOLVED that the Massachusetts Association of School Committees calls for legislation to reconstitute the Board of Elementary and Secondary Education by including members with expertise as licensed educators and members with expertise in public school governance.

RESOLUTION 4: PRESERVING LOCAL GOVERNANCE OF MASSACHUSETTS SCHOOLS

(Sponsored by the Arlington School Committee)

WHEREAS the Massachusetts Department of Elementary and Secondary Education has exercised its power to take over school districts in Lawrence in 2011, Holyoke in 2015, and Southbridge in 2016; and

WHEREAS the placement of the public schools of Lawrence, Holyoke, and Southbridge in receivership has removed their respective school committees from their role as the governing board for their schools, and has replaced local governance with a state receiver; and

WHEREAS a Boston Globe analysis of test scores, graduation rates, college enrollment, and a dozen other metrics in Lawrence, Holyoke, and Southbridge shows state receivers have failed to meet almost all of its stated goals for the districts; and

WHEREAS the Massachusetts Department of Elementary and Secondary Education has no plan, strategy, or timeline for restoring local governance and accountability to the voters of Lawrence, Holyoke, and Southbridge; and

WHEREAS the Massachusetts Association of School Committees asserts that a strong system of local governance and accountability is the foundation of excellent schools;

THEREFORE BE IT RESOLVED that the Massachusetts Association of School Committees calls on the Commonwealth of Massachusetts to restore local governance and accountability for the Lawrence, Holyoke, and Southbridge Public Schools no later than July 1, 2023; and

BE IT FURTHER RESOLVED that the Massachusetts Association of School Committees calls on the Massachusetts Legislature to enact legislation to limit any future state takeovers to a term of no more than three years.

RESOLUTION 5: PERSONAL FINANCIAL LITERACY EDUCATION

(Sponsored by the Framingham School Committee)

WHEREAS students will need to make wise financial decisions to promote financial well-being throughout their lives; and

WHEREAS students will need to develop actionable strategies to manage their futures, including managing their budgets by developing savings plans, navigating credit and debt, and creating a blueprint for financing higher education or their careers; and

WHEREAS students will need to be informed consumers when making everyday purchases for both small and large items; and

WHEREAS with guidance and financial literacy, students have increased chances of affording and attaining a college education; and

WHEREAS without prior long-term financial planning, higher education plans do not come to fruition for many students due to extraordinary tuition rates; and

WHEREAS college tuitions and other financial choices, such as credit card debt and loans, can saddle students with a lifetime of debt due to their inability to pay back student and other type of loans;

THEREFORE BE IT RESOLVED that MASC file legislation that would have the effect of ensuring that all students have exposure to personal financial literacy curricula and, ultimately, graduate from high school with the lifelong knowledge of how to be fiscally responsible to avoid being deterred by financial woes. This legislation should ensure that the students at various levels would benefit from curriculum in Massachusetts' public schools which would include content in personal financial literacy.

RATIONALE: Because many students and their families today do not plan far enough ahead for college tuition, many students are not able to attend institutions of higher learning or need to drop out due to inadequate funds. This resolution will help to ensure that students are knowledgeable about the best options available to them in order to be fiscally responsible and receive the best advice in attaining their goals by being educated about the best options for paying tuitions, use of credit cards, securing personal loans (including car loans) etc.

RESOLUTION 6: ESTABLISHMENT OF A REGIONAL SCHOOL ASSESSMENT RESERVE FUND

(Sponsored by the Silver Lake Regional School Committee)

WHEREAS Regional School Committees of the Commonwealth are tasked with producing financially sound budgets designed to meet the needs of all their students just like all public school committees of Massachusetts; and

WHEREAS municipalities of Regional Schools are presented with Regional Assessments which can fluctuate dramatically based on enrollment percentage changes and can be further exacerbated by unbalanced adjustments of the Equalized Valuation (EQV) of property, a key metric in the states formula used to calculate the minimum required local contribution; and

WHEREAS in 2016 the State of Massachusetts passed the Municipal Modernization Act which aimed to grant more local control and encouraged financial efficiencies where possible, the precedent exists in statute to support the

creation of a Regional Schools Assessment Reserve Fund which could be used to offset abnormally large increases to a municipality's regional assessment;
THEREFORE BE IT RESOLVED: that the Massachusetts Association of School Committees calls upon the Massachusetts Legislature to enact or amend legislation which permits municipalities to establish a Regional School Assessment Reserve Fund.

Proposed language for legislation could include:

To amend M.G.L. Part I, Title VII, Chapter 40, by inserting Section 13F as follows:

Chapter 40, Section 13F
Regional School Assessment Reserve Fund for payments towards future Regional Assessments

Any municipality which accepts this section by a majority vote of the municipality's legislative body may establish and appropriate or transfer money to a reserve fund to be utilized in the upcoming fiscal years, to pay for the Regional Assessment in years when the Regional Assessment increases by more than 35% over the previous year's Regional Assessment. The balance in the reserve fund shall not exceed 10 percent of the annual Regional Assessment for the municipality.

Funds shall only be distributed from the reserve funds after a majority vote of the municipality's legislative body in years when the Regional Assessment is more than 3.5% in order to bring the Regional Assessment down to no less than 2.5% increase. The municipal treasurer may invest the monies in the manner authorized in section 54 of chapter 44 and any interest earned thereon shall be credited to and become part of the fund.

O. GENERAL BUSINESS
McCullough
(September 6, 2022)

ITEM - gb 2-248
S.C. MEETING - 9-15-22

ITEM:

To review district policy regarding lunch and recess time at the elementary school level and review across the district, making any adjustments necessary.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Standing Committee on Teaching, Learning and Student Supports.

O. GENERAL BUSINESS
Novick
(September 7, 2022)

ITEM - gb 2-249
S.C. MEETING - 9-15-22

ITEM:

To collaborate with state and national school organizations to advocate for a change in federal Department of Transportation policies barring Commercial Driver License testing in any language other than English.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Standing Committee on Finance and Operations.

RECOMMENDATION OF ADMINISTRATION:

The Administration concurs with the maker.

O. GENERAL BUSINESS
Novick
(September 7, 2022)

ITEM - gb 2-250
S.C. MEETING - 9-15-22

ITEM:

To coordinate with the City on the installation and maintenance of public sidewalks in the interest of student safety.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Joint Standing Committee on Finance and Operations and Education.

RECOMMENDATION OF ADMINISTRATION:

The Administration concurs with the maker.

O. GENERAL BUSINESS
Administration
(September 7, 2022)

ITEM - gb 2-251
S.C. MEETING - 9-15-22

ITEM:

To consider approval of the Job Description for a Procurement Coordinator.

PRIOR ACTION:

BACKUP: Annex A (1 page) contains a copy of the Job Description.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Prerogative of the School Committee.

Position: Procurement Coordinator

Reports to: Director of Payroll, Procurement, and Accounts Payable

Accountability Objective: This position will assist in the coordination of the procurement and payment of materials, supplies, services and equipment.

Principal Responsibilities:

- Responsible for the coordination of all district procurement processes including but not limited to the procurement of materials, supplies, contracts, services, and equipment.
- Ability to ensure district maintains compliance with all federal, state, and local purchasing guidelines.
- Responsible for the coordination of bid postings as required by procurement requirements.
- Review bids and proposals for responsiveness to minimum procurement requirements.
- Responsible to serve as the point of contact for inquiries and guidance from departments to support the procurement of goods and services and engage in continued positive relationships.
- Responsible to serve as the point of contact between the School Department, City Purchasing and external vendors and engage in continued positive relationships.
- Ability to understand commodities, services and contract documents as they relate to procurement activities and understanding requirements.
- Develop procedures to support internal stakeholders, as well as external vendor management.
- Assist the Contract Coordinator in development of contracts as it relates to procurement procedures.
- Responsible for the electronic retention and maintaining of all procurement documents.
- Responsible to assist with the disposal of surplus goods and equipment.
- Other job-related duties, as assigned.

Required Qualifications:

1. Bachelor's degree in business or public administration, finance, accounting, or related field
2. 1 to 3 years purchasing/procurement experience within a municipality
3. Knowledge of Massachusetts Chapter 30B procurement requirements
4. Required to obtain Massachusetts Certified Public Purchasing Official (MCPPO) certification, if not currently certified
5. Must possess strong written and verbal communication skills
6. Proven ability to organize and prioritize tasks
7. Attention to detail and high level of accuracy
8. Proficiency with Microsoft Office applications, as well as Google Suite
9. Motivated with the ability to work collaboratively & independently in a fast-paced environment

Preferred Qualifications:

1. Active Massachusetts Certified Public Purchasing Official (MCPPO) certification
2. 1-3 years purchasing/procurement experience in K-12 education
3. Workday Enterprise Management Software experience preferred

WORK YEAR: Full-year position (Non-Represented)

WORK DAY: Full-time work schedule; 8:30am - 4:30pm

SALARY: \$58,468 - \$78,686

O. GENERAL BUSINESS
Administration
(September 12, 2022)

ITEM - gb 2-172.1
S.C. MEETING - 9-15-22

1ST ITEM	gb 2-172	S.C.MTG. 6-2-22
2ND ITEM	gb 2-172.1	S.C.MTG. 9-15-22

ITEM:

To consider approval of the Job Description for an Evaluator of Developmental Reading: Preschool Arena.

ORIGINAL ITEM: Administration (May 23, 2022)

To consider approval of the Job Description for an Evaluator of Developmental Reading: Preschool Arena.

PRIOR ACTION:

6-2-22 - (Considered with gb #2-170, 2-171, 2-173 and 2-174)
Member Novick made the following motion:
Request that items gb 2-170 to gb 2-174 be held for the School Committee meeting in July.
On a roll call of 7-0, the motion was approved.

BACKUP:

Annex A (2 pages) contains a copy of the Job Description.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Prerogative of the School Committee.

HUMAN RESOURCES

WORCESTER PUBLIC SCHOOLS
WORCESTER, MASSACHUSETTS

SUBJECT: EVALUATOR OF DEVELOPMENTAL READINESS: PRESCHOOL ARENA

**REPORTS TO: Assistant Director of Special Education or Early Childhood Coordinator
(Pending Approval)**

ACCOUNTABILITY OBJECTIVE:

This position is responsible for completing screenings and developmental evaluations, completing assessment reports, participating in initial team meetings and developing IEPs, as appropriate.

PRINCIPAL RESPONSIBILITIES:

1. Responsible for working as part of a team to complete arena assessments for students referred to special education through the arena process.
2. Responsible for welcoming and communicating with families as they navigate the arena process.
3. Responsible for collaborating with families, Early Intervention and other community agencies to collect a comprehensive developmental history and understanding of potential needs.
4. Responsible for the completion of comprehensive developmental assessments using formal and informal assessment methodologies.
5. Responsible for the completion of Educational Screenings and Assessments
6. Responsible for the completion of a written evaluation report for each developmental assessment, to be available to the parent prior to the team meeting.
7. Responsible for collaborating with the Arena team to complete evaluations, determine eligibility for special education and related services in the least restrictive environment, and develop an IEP, as appropriate.
8. Responsible for the promotion of equity and appreciation of diversity to ensure equitable opportunities for student learning in the least restrictive environment.
9. Responsible for attending monthly department meetings and building based meetings/two per month.
10. Responsible for assuring equal educational opportunity to all individuals regardless of race, color, gender, age, marital status, religion, gender identity, natural origin, sexual orientation, homelessness, or disability.
11. Performance of other job-related duties as assigned.

REQUIRED QUALIFICATIONS:

1. Bachelor's Degree
2. Massachusetts licensure in Moderate Disabilities or Severe Disabilities
3. SEI Endorsement
4. A minimum of three years' successful teaching experience in Special Education
5. Evidence of mastery of a wide variety of teacher competencies, curricula and the understanding of a wide variety of effective instructional models, including multi-sensory, structured language techniques.
6. Excellent written and oral communication skills

PREFERRED QUALIFICATIONS:

1. Knowledge of Early Childhood Standards
2. Understanding of developmental milestones
3. Demonstrated experience supporting students with a range of disabilities and severe special needs.
4. Ability to speak Spanish, Portuguese, Arabic, Vietnamese, Albanian, or an African language.
5. Demonstrated experience with second language acquisition.

WORK DAY Teachers' work day

WORK YEAR: Teachers' work year.

SALARY: Appropriate step on Teachers' salary schedule.

O. GENERAL BUSINESS
Administration
(September 12, 2022)

ITEM - gb 2-252
S.C. MEETING - 9-15-22

ITEM:

To consider approval of the Job Description for an Early Childhood Coordinator of Child Find and Teaching and Learning.

PRIOR ACTION:

BACKUP:

Annex A (4 pages) contains a copy of the Job Description.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Prerogative of the School Committee.

HUMAN RESOURCES

Worcester Public Schools Worcester, Massachusetts

Bulletin No.

Personnel Series
2022-2023

TO: ALL INSTRUCTIONAL PERSONNEL

FROM: Jennifer Boulais, Chief Human Resources Officer

SUBJECT: Early Childhood Coordinator of Child Find and Teaching and Learning

REPORTS TO: Manager of Special Education and Intervention Services and Elementary Managers of Instruction and School Leadership

ANTICIPATED START DATE: September 19, 2022

ACCOUNTABILITY OBJECTIVE:

This position includes working closely with all elementary school principals and special education administration to provide support that ensures adherence to Early Childhood Special Education (ECSE) Regulations govern by the Massachusetts Department of Elementary and Secondary Schools (DESE).

DESE mandates that school districts are required by law to ensure that developmentally appropriate ECSE programs and services are available. ECSE programs and services ensure that all children with disabilities have a free and appropriate public education (FAPE) that is designed to meet their unique needs and enable them to make progress in acquiring knowledge and skills, improving social relationships, and learning to take action to meet their needs within the general education program.

Therefore, the primary responsibility of the Early Childhood Coordinator is to make certain that developmentally appropriate special education services are in place for students with disabilities in early childhood programs who need specially designed instruction or related services, and ensure FAPE given access to the general education program.

The Early Childhood Coordinator is responsible for the management and delivery of comprehensive services for families and children from birth through age five including early childhood family education classes, early childhood screening through the district ARENA process as well as providing support to school readiness services in preschool. The Early Childhood Coordinator will coordinate outreach to stakeholders i.e., Early Intervention Childhood Centers, Head Start, Agencies, Families and Community Partners to ensure all Child Find timelines are met through DESE mandates as well as facilitate communication and collaboration through Transition Planning Conferences.

This position is also responsible for working with principals to ensure that the district's early childhood curriculum is implemented with fidelity and that high quality teaching is evident in early childhood classrooms. The position also works with Office of Research Data and Accountability to analyze and monitor data pertaining to the district's early childhood education programs. This will also include consulting with Principals to address data analysis and progress monitoring outcomes for preschool students in grades [PreK - Grade 3] to assure that the placements of students remain in the least restrictive environment.

PRINCIPAL ACCOUNTABILITIES:

1. With the assistance of Principals and the Office of Special education and the Office of School and Student Performance this position will develop a system to collect, monitor and report data on outcomes for children three to five years old with disabilities given the following Federally required focus areas:
 - Coordinate preschool screening for all children who are at age to enter Kindergarten,
 - Facilitate professional development trainings in the areas of positive social-emotional skills (including social relationships),
 - Collaborate with the Office of Curriculum and Professional Learning to develop curriculum initiatives to ensure the acquisition and use of knowledge and skills (language and literacy),
 - Collaborate with the Office of Social Emotional Learning to address the social emotional learning needs through initiatives and evidenced based practices to meet the diverse needs of students,
 - Accountability of data analysis with the Office of Research and Accountability to address learning and social emotional standards are met.
2. Lead the district's monitoring of compliance with Federal and State Special Education Regulations including child find referrals and screenings including evaluations to determine eligibility for least restrictive placements within the general education setting,
3. Complete Early Childhood Special Education (ECSE) reporting and monitoring as well as the completion of monitoring of state early childhood indicators, and assist with the coordination of early childhood programs, operations, and services,
4. Provide assurances to Massachusetts Dyslexia Guidelines required by DESE in the areas of Dyslexia screening and evaluations as this position will ensure that developmental screenings are completed for students in grades kindergarten through third grade,
5. Provide oversight and supervision to the district ARENA Team to perform timely and appropriate Child Find processes including student screenings and evaluations for all children referred who may have a suspected disability as districts are mandated by DESE to complete evaluations, determine eligibility and placements by the child's third birthday.

6. Facilitates students transition from Early Intervention (EI) programs to the district, including but limited to transition planning conferences with families and EI Coordinators' to identify the needs of the child, and supporting parents through the special education process by coordinating assessments and placements.
7. Develop, cultivate, and manage on-going partnerships with DESE, and the Departments of Public Health and Early Education and Care, to implement and monitor the following three strategic areas of focus in Early Childhood Special Education (ECSE):
 - A. **Improving systems to engage effectively with families**
 - B. **Improving systems to assist transition from early intervention to prekindergarten and prekindergarten to kindergarten**
 - C. **Improving instruction to increase educational outcomes in:**
 - Social/Emotional Skills and Social Relationships;
 - Acquiring and Using Knowledge and Skills; and
 - Taking Appropriate Action to Meet Needs
8. Provide technical assistance to Principals and Preschool teachers to analyze, monitor and administer screenings, data monitoring systems to inform and adapt targeted instruction to meet the diverse needs of students with or without disabilities.
9. Collaborate with the Office of Curriculum and Professional Learning and Principals to develop appropriate professional development trainings for early childhood teachers and staff to support early childhood literacy initiatives, and enhanced opportunities in areas of specially designed instruction given teaching and learning standards that are aligned to preschool curriculum outcomes.
10. Work collaboratively with IEP Teams, early childhood evaluators, teachers, and related service providers to ensure that all special education responsibilities of Child Find are met which includes annual screenings given a seamless transition from preschool to kindergarten is made to promote students' successes.
11. Facilitate the Positive Behavior Supports (PBS) implementation (including but not limited to: PBS procedures and modeling in the classrooms, professional development activities, family information and learning sessions, and behavior data collection,
12. Develop and monitor the Early Childhood Federal Grant and explore other grants that are available to enhance Early Childhood services,
13. Align Early Childhood programming with the district's PreK -3 curriculum initiatives and elementary schools' growth plans

14. Establish and implement new program initiatives as needed as the result of the conduct of a needs assessments, research, networking, and collaboration with stakeholders inside and outside of the district to meet the needs of the community,
15. Liaison between Early Intervention Programs and the community stakeholders to meet EEC requirements of Child Find and Transition Planning Conference with families,
16. Responsible for collaborating and participating in regular meetings with the Manager of Special Education and Intervention Services, Elementary Managers of Instruction and School Leadership, Manager of Multilingual learners, Manager of Social Emotional Learning and Manager of Office of Curriculum and Professional learning
17. Responsible for providing equal education opportunity to all individuals regardless of race, color, gender, age, marital status, religion, national origin, or disability.
18. Performance of other job-related duties as assigned.

REQUIRED QUALIFICATIONS:

1. Massachusetts DESE Certification as a Special Education Supervisor/ Director
2. Minimum of five years as a special educator or early childhood educator
3. SEI Endorsement (Administrator)
4. Strong background in teaching, learning and supervision
5. Effective interpersonal and leadership skill, experience facilitating communication between schools, community stakeholders and families
6. Analytical knowledge and skills to develop data sets to monitor Federal and State regulations and compliance timelines
7. Knowledge of special education laws as applicable to early childhood education

PREFERRED QUALIFICATIONS:

1. Experience developing and facilitating IEP meetings, Early Intervention Transition Meetings, and parent trainings
2. Ability to speak a second language i.e., (Spanish, Vietnamese, Portuguese, Albanian)
3. Demonstrated experience with second language acquisition

SALARY: In accordance with the EAW contract Administrative Group IV-B

(Unit B position) **WORK YEAR:**