

Committee Members
Molly McCullough, Chair
Susan Mailman, Vice-Chair
Jermoh Kamara

Administrative Representative
Marie Morse, EdD.

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

AGENDA #3

The Standing Committee on TEACHING, LEARNING AND STUDENT SUPPORTS will hold a virtual and/or in-person meeting:

on: March 27, 2023
at: 5:30 p.m.
in: Room 410, Durkin Administration Building

ORDER OF BUSINESS

I. CALL TO ORDER

II. ROLL CALL

III. GENERAL BUSINESS

c&p 2-4.4 Clerk

(February 9, 2022)

To consider a communication from a citizen regarding the addition of elementary school librarians.

gb 2-56.4 McCullough/Clancey/Johnson/Kamara/Mailman/Novick

(February 7, 2022)

Request that the Administration provide an update on library programs and the use of librarians throughout the district.

gb 3-87 McCullough

(March 7, 2023)

To consider a review of the Homework Policy and explore no homework dates, expectations around homework overall and utilize parent, student and educator feedback.

gb 3-82 Administration

(March 6, 2023)

To consider approval of the following courses:

- Advanced Placement (AP) Comparative Government and Politics
- Advanced Placement (AP) Precalculus
- Elementary Chorus
- Elementary Concert Band
- Elementary String Orchestra
- Information Technology Essentials I
- Information Technology Essentials II & Internship
- Introduction to Emergency Medical Technician I
- Introduction to Emergency Medical Technician II & Internship
- Portuguese 1 - Part 1
- Statistics and Data Science: A Modeling Approach

IV. ADJOURNMENT

Helen A. Friel, Ed.D.
Clerk of the School Committee
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STANDING COMMITTEE: **TEACHING, LEARNING AND STUDENT SUPPORTS**

DATE OF MEETING: March 27, 2023

MAKER: McCullough/Clancey/Johnson/Kamara/Mailman/Novick (February 7, 2022)

ITEM: Request that the Administration provide an update on library programs and the use of librarians throughout the district.

PRIOR ACTION:

- 2-17-22 - On a roll call of 7-0, the item was referred to the Standing Committee on Teaching, Learning and Student Supports.
- 4-12-22 - STANDING COMMITTEE ON TEACHING, LEARNING AND STUDENT SUPPORTS
(considered with c&p 2-4)
Member Kamara requested that a report be provided regarding what the roles are for elementary librarian and a high school one. Chair McCullough suggested that member Kamara file a separate item regarding the roles of librarians at both the elementary and secondary levels.
Ms. Chapdelaine asked what the next steps would be to get elementary librarians back in the schools and what elementary schools have library access.
Chair McCullough made the following motion:
Request that the Administration provide an update on library spaces in the elementary schools.
On a roll call of 3-0, the motion was approved.
On a roll call of 3-0, the item was held.
- 5-5-22 - The School Committee approved the action of the Standing Committee as stated.

BACKUP: (Consider with c&p 2-4.4)

Annex A (2 pages) contains a copy of the Administration's response to the item as submitted on 5/10/2022.

Annex B (1 page) contains a library use table.

Annex C (2 pages) contains a table that outlines librarian responsibilities.

PRIOR ACTION:

5-10-22 - STANDING COMMITTEE ON TEACHING, LEARNING AND STUDENT SUPPORTS

(Considered with C&P 2-4.)

Dr. O'Neil stated that due to budget cuts, there are no elementary librarians. Burncoat Prep, Goddard and Tatunck Magnet schools house Worcester Public Library satellites. The bookmobile is also available during the school day.

Member Mailman asked if the Administration is considering reinstating librarians in the elementary schools.

Member Kamara asked that the item be held for additional information, in a grid format, regarding what schools have library spaces and indicate whether or not there are volunteer working in them.

Ms. Chapdelaine suggested that the Administration contact other elementary school districts regarding the use of public library materials in their schools.

Chair McCullough made the following motions:

Request that the item be held for additional information, in a chart format, on which schools have library spaces and indicate whether or not they are being utilized.

Request that the Administration explore budgetary options for the hiring of elementary school librarians in the for FY 2023-24 Budget

On a roll call of 3-0, the motions were approved.

HOLD

5-19-22 - The School Committee approved the action of the Standing Committee as stated.

Currently, the WPS does not have any elementary school librarians. Some elementary schools have parent/community volunteers that support teachers and student use of the library.

WPS schools that house a WPL satellite: Burncoat Prep, Goddard, Roosevelt (currently closed), Tatunck Magnet

The district is in the process of purchasing Follett Destiny software for library automation in the secondary schools. Because there are no elementary librarians, the district is not purchasing automation software for the elementary schools.

The bookmobile calendar for Libby can be found [HERE](#)

Some of the related work for secondary school librarians includes:

- Teaching library research classes, and other classes
- Maintaining and updating school websites
- Creating and distributing school newsletters to students and parents/caregivers
- Hosting before/after school book clubs and lunch group book clubs
- Fundraising to secure new materials
- Supporting/revising Summer Reading suggested book lists, project suggestions, and the district Summer Reading website
- Training on library automation software programs
- Responsible for the distribution/support/replacement of Chromebooks and support for teacher technology issues
- Supporting students with research/homework/school work help
- Provide a safe, and welcoming LGBTQIA+ friendly space for all students
- Host/run clubs including: Gay Straight Alliance, Poetry Club, Book Club, MUN Club
- Google Trainers
- Maintain hotspots
- I Safe Training for the building to maintain erate (Internet Safety, Digital Citizenship. Is required yearly)
- Train staff for Verizon Innovative Schools- work with ACP to provide discount internet to WPS families
- Professional development for teachers on the following topics: Google Workspace, Gale Databases, SORA
- ACCESS, MCAS testing, AP Testing, SAT testing - support to MCAS Specialist, proctoring, oversee make up testing, troubleshoot devices that are not working during testing
- Digital Citizenship
- Purchasing and maintaining collections
- Promoting monthly reading initiatives

- IT Liaison for entire building (projectors, printers, Chromebook fixing/distribution, teaching teachers how to use their mac and troubleshooting other issues they have with tech)
- Introducing books to reluctant readers (I've had a lot of success with this this year!)
- Providing book suggestions
- Taking active roles in school and district curriculum and leadership teams
- Provide assistance in locating information and developing search strategies skills.
- Create video tutorials on Gale Databases, Google tools, summer reading(book talks), etc. to support teachers, staff, and students.
- Textbooks - cataloging, distribution, tracking(sign in/out)
- Support the textbook online platforms: McGraw Hill, StudySync, etc.

School Name	Does your school have a library?	Do you have a working library?	If not a working library, is the library being used as a classroom or something else? Please specify.
ACT	No	No	CMC has a classroom set up as a small library that we are able to access
Belmont	Yes	Yes	1/4 is used for instructional space
Burncoat Prep	Yes	Yes	n/a
Cantebury	Yes	Yes	We have a newly renovated library that was done with money/support from he City Manager and Table Talk Pies. We do not have a librarian.
Chandler Elementary	No	No	We have our Library Books in the fourth floor hallway. We also have book rooms filled with leveled readers and chapter books for teachers to use with their students.
Chandler Magnet School	Yes	No	Yes, it is a multi-use space, with multiple intervention groups occurring throughout the day. It is also an academic curriculum library for teachers to use. We are currently working on creating a rotating schedule for teachers to access the library during the 40 minute block it is not in use.
City View	Yes	No	We are working to transforms our Library space into a STEM Lab (pending grant funding)
Clark St. Community School	No	No	What used to be the library is now being used as an instructional space. We have a "Red Cart", much like the red box movie rental, that works as a mini-library. Students take books to read from the Red Cart and return them when done. Our Instructional Coach manages the books made available for students to pick up.
Elm Park	Yes	No	small group pull out space
Flagg Street School	Yes	No	small group sessions
Goddard	Yes	Yes	no
Grafton Street	No	No	We had a library/media lab that has become a classroom due to high enrollment
Heard Street School	No	No	We use a hallway as our library with some bookshelves.
Jacob Hiatt	Yes	No	We use the space on a daily basis for small groups, meetings, etc... However we would prefer to have an IA who is trained to run the library so that the space is used for its intended purpose. This could be done by including parent and community volunteers, as well. I have a schedule ready to go if we are ever able to staff it.
La Familia	No	No	Conference room, AP office and testing space
Lake View School	No	No	Yes. Our former library is now a SAIL classroom.
Lincoln Street School	No	No	We do not have a library, cafeteria or gym. Students eat breakfast and lunch in their classrooms.
May Street	Yes	No	We have a decent library but we don't have staff to manage the library lending. We use a majority of the library for instructional purposes for our MLL and Special Needs students. Once a month we do have Libby the mobile library visit and highly encourage participation.
Midland Street School	No	No	The current library is used as a staff/curriculum room and next year it may be a classroom.
Nelson Place School	Yes	No	
Norrback	Yes	Yes	N/A
Rice Square School	Yes	No	The library is being used for ESL and SPED.
Roosevelt	Yes	Yes	I have a Worcester Public Library branch at Roosevelt
Tatnuck	Yes	Yes	NA
Thorndyke Road School	Yes	Yes	The library is staffed by volunteers one day per week, and all students are able to borrow books. When not a library, it serves as a conference room or a flexible space for service providers (OT/PT/School Psych./etc.)
Union Hill	No	No	We have no space. But we do use the mobile library that comes once a month.
Wawecus	No	No	Originally it was a very small library . it is now a small classroom.
West Tatnuck	Yes	Yes	The library was renovated, restructured, and is currently run by parent volunteers. A biweekly library schedule is organized for all grades with established policies and procedures.
Woodland Academy	No	No	It is being used as a Classroom
Worcester Arts Magnet	Yes	Yes	Our library is working and also serves as a space for small group instruction.
Francis J. McGrath Elementary School	Yes	No	A section of the library is used for ESL pull out services (all day minus a 30 minute lunch and a prep period). The library also acts as a main "hallway" for many homerooms (open floor plan school). We would also benefit from a refresh of book selections if it were to go back to being a working library.
Columbus Park School	No	No	We would love to build one. We do have a book room for teachers to borrow books but not students. Classrooms have libraries for their students.
Gates Lane	Yes	No	Our library is used for digital literacy classes and ML classes.
Quinsigamond	Yes	No	

Gb 2-56 School Committee request- 'use of librarians throughout the district'

School	Librarian	Scheduled courses you teach, if any	Other duties
Burncoat Middle	Yes	-Honors Seminar 9742-4 (year-long) -Honors Seminar 9742-3 (year-long) -STEM 7843-1 (half-year) -STEM 7843-2 (half-year)	-Community Partnerships -WooSox Scholarship Manager -Grant Writer -iTeacher -Grade 7 Legacy Project Facilitator -Website Management-Updates -PD trainings
Burncoat High	Yes		-iTeacher/Google Trainer for Staff & Students -PD Trainings -CoTeach all curricular areas/mini lessons -WooEdu Trainer -Chromebook repair & management -Tech/Hot Spot Assistastance -Website Maintenance
Claremont	Yes	9673-Peace Building (year long)Two sections 7293-Marketing I Classes(year long)	-Chromebook Distribution -PD training
Forest Grove	Yes	4 sections of Library Research each quarter	PD training
Doherty	Yes		-Manages and updates school website -iTeacher/Google Trainer -PD Trainings -Chromebook repair & management -Tech/Hot Spot Assistastance
WEMS	Yes	Computer Tech (7) - Whole Year Computer Tech (7) - Whole Year	- iTeacher - VILS Liaison - Manage student devices (chromebooks) -PD training
North	Yes	Flexible library schedule	- iTeacher/Google

		to support teachers(classes), staff, and students on demand and as needed. Student seminar classes as needed	trainings - ISafe - VILS Liaison - hotspot management - Vils Microcredential training with teachers - Manage student devices (chromebooks) - website management - PD training
Sullivan Middle	Yes	3 full term library and technology classes	-PD trainings - Vils and hotspot management -teacher microcredential training -website creation and management -ISafe
South	yes	8 - 10 week course sections of News and Media Literacy;	-PD trainings
WTHS	Yes		- Chromebook management & repair for the entire school. - PD training
WPS Branch Library: Goddard, Burncoat Prep, Tatnuck, Roosevelt	Worcester Public Library Staff	During the school day: Rotation of classes to the library to check out books.	After School Hours: library is open to the public, School based hours
Elementary Libraries	No Staffing		

STANDING COMMITTEE: **TEACHING, LEARNING AND STUDENT SUPPORTS**

DATE OF MEETING: March 27, 2023

ITEM: Clerk (February 9, 2022)

To consider a communication from a citizen regarding the addition of elementary school librarians.

PRIOR ACTION:

- 2-17-22 - Jody Chapdelaine requested that school librarians be brought back into the WPS. She proposed the formulation of a ten-year plan which would include certified school librarians and volunteers in the thirty schools that do not have satellite librarians.
On a roll call of 7-0, the item was referred to the Standing Committee on Teaching, Learning and Student Supports.
- 4-12-22 - STANDING COMMITTEE ON TEACHING, LEARNING AND STUDENT SUPPORTS
(considered with gb2-56)
Member Kamara requested that a report be provided regarding what the roles are for elementary librarian and a high school one. Chair McCullough suggested that member Kamara file a separate item regarding the roles of librarians at both the elementary and secondary levels.
Ms. Chapdelaine asked what the next steps would be to get elementary librarians back in the schools and what elementary schools have library access.
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BACKUP: (Consider with gb 2-56.)

PRIOR ACTION:

- 5-10-22 - STANDING COMMITTEE ON TEACHING, LEARNING AND STUDENT SUPPORTS
(Considered with gb 2-56.)
Dr. O'Neil stated that due to budget cuts, there are no elementary librarians. Burncoat Prep, Goddard and Tatunck Magnet schools house Worcester Public Library satellites. The bookmobile is also available during the school day.
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Member Kamara asked that the item be held for additional information, in a grid format, regarding what schools have library spaces and indicate whether or not there are volunteer working in them.
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STANDING COMMITTEE: **TEACHING, LEARNING AND STUDENT SUPPORTS**

DATE OF MEETING: March 27, 2023

MAKER: McCullough (March 7, 2023)

ITEM: To consider a review of the Homework Policy and explore no homework dates, expectations around homework overall and utilize parent, student and educator feedback.

PRIOR ACTION:

3-16-23 On a roll call of 7-0, the item was referred to the Standing Committee on Teaching, Learning and Student Supports.

BACKUP:

Annex A (1 page) contains a copy of the current Homework Policy

The School Committee recognizes that a reasonable amount of study and preparation is necessary for the scholastic growth of all students. It is also aware that the amount of preparation should increase as the child progresses through the grades. Teachers will ensure that homework supports the district's curriculum.

Meaningful homework is connected to district expectations for accelerating academic performance, college readiness and career readiness. Caregivers are important partners. They can support student success when they:

- ensure that students complete their homework
- check work to assure quality
- stress importance of systematic study
- supervise and assist when necessary
- provide a suitable place to study

Elementary Schools

The purpose of homework is to reinforce skills that are taught in the classroom. Homework assignments should be related and/or connected to the Massachusetts Frameworks. Assignments should be an extension of the class lessons that provide students with opportunities to:

- (1) increase or practice learning objectives
- (2) engage in higher order thinking
- (3) reinforce concepts and apply learning
- (4) work on open ended questions and writing skills
- (5) project work

Teachers will adhere to the following guidelines and coordinate their assignments so that students are not overloaded with homework on any particular night.

- | | |
|------------|--|
| K-grade 2 | Introduction to homework. Students might be asked to finish papers that were started in school or rehearse early reading skills and math skills. |
| Grade 3 | Formal homework is introduced at this level. Students are assigned between 15 and 30 minutes of homework on a daily basis. |
| Grade 4 | Students are assigned between 45 and 60 minutes of homework on a daily basis. |
| Grades 5-6 | Students are assigned between 1 and 1 ½ hours of homework on a daily basis. |

Secondary Schools

Homework assignments will be designed to accelerate student learning, engage students in higher order thinking and facilitate career

and college readiness and should be related to the Massachusetts Frameworks in support of success on the MCAS.

Purposeful homework will vary from day to day for each student. The combined minimum daily homework for academic assignments from middle school teachers should be 120 minutes. The average minimum daily homework assignment from the high school teachers should be 45 minutes per academic subject and up to one hour for AP classes. Teachers are responsible for including homework in their individual lesson plans and providing students with guidelines for:

- linking assignments to learning objectives that reflect and support the Massachusetts Curriculum Frameworks, Worcester Public Schools curricula, School Improvement Plans and Worcester Public Schools benchmarks
- providing learning experiences that are both rigorous and relevant and that can be completed independently by the student
- ensuring that homework is an extension of learning that takes place in the classroom and applying the same standards of performance as applied to classroom work
- assigning homework that is explicit and of reasonable length
- ensuring that the quality of homework is more important than the quantity
- completing and evaluating assignments as part of the students' progress toward standards
- showing how homework is factored into the student grade and,
- never assigning homework as punitive work
- ensuring all students can complete the work assigned regardless of home or family access to technology or the media

Principals are responsible for encouraging school communities to embrace homework as a true extension of student learning and to evaluate the utilization of homework as part of student achievement in the learning process.

With the support and encouragement of teachers, principals, caregivers, students will be responsible for completing their homework assignments with care and constancy.

O. General Business
Administration
(March 6, 2022)

ITEM: gb 3-82
S.C. MEETING: 3-16-23

ITEM:

To consider approval of the following courses:

- Advanced Placement (AP) Precalculus
- Advanced Placement (AP) Comparative Government
- Elementary Chorus
- Elementary Concert Band
- Elementary String Orchestra
- Information Technology Essentials I
- Information Technology Essentials II & Internship
- Introduction to Emergency Medical Technician I
- Introduction to Emergency Medical Technician II
- Portuguese 1 - Part 1
- Statistics & Data Science: A Modeling Approach
- U.S. Government and Civics

PRIOR ACTION:

3-16-23 On a roll call of 7-0, item was referred to the Standing Committee on Teaching, Learning, and Student Supports

BACKUP:

RECOMMENDATION OF MAKER:

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

RECOMMENDATION OF THE ADMINISTRATION: