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

AGENDA #34

on: Thursday December 2, 2021
at: 5:00 p.m. - Executive Session
6:00 p.m. - Regular Session
virtually in: Esther Howland South Chamber, City Hall

ORDER OF BUSINESS

ACTION

I. CALL TO ORDER

INVOCATION
PLEDGE OF ALLEGIANCE
NATIONAL ANTHEM

II. ROLL CALL

III. APPROVAL OF RECORDS

aor #1-30 - Clerk
(November 23, 2021)

To consider approval of the Minutes of the School Committee Meeting of Thursday, November 18, 2021.

aor #1-31 - Clerk
(November 23, 2021)

To consider approval of the Minutes of the School Committee Meeting of Monday, November 22, 2021.

V. IMMEDIATE ACTION

gb #1-309.1 -Ms. Novick/Mrs. Clancey/Ms. McCullough/
Mr. Monfredo/Mayor Petty
(November 8, 2021)

To recognize all those city and district staff otherwise unrecognized for their involvement in the planning, construction, and opening of the new South High Community School.

The Worcester Public Schools is an Equal Opportunity/Affirmative Action Employer/Educational Institution and does not discriminate regardless of race, color, ancestry, sex, gender, age, religion, national origin, gender identity or expression, marital status, sexual orientation, disability, pregnancy or a related condition, veteran status or homelessness. The Worcester Public Schools provides equal access to employment and the full range of general, occupational and vocational education programs. For more information relating to Equal Opportunity/Affirmative Action, contact the Human Resource Manager, 20 Irving Street, Worcester, MA 01609, 508-799-3020.

V. IMMEDIATE ACTION (continued)ACTION

gb #1-310.1 - Ms. Novick/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/
Mayor Petty
(November 8, 2021)

To thank the Central Detachment, Task Force Castle Operation Children First of the Massachusetts National Guard, and to thank AA Transportation Company, Inc. for their well-managed collaboration with the Worcester Public Schools in providing transportation to Worcester Public Schools students during the month of October.

gb #1-317 - Administration
(November 22, 2021)

To consider input from the School Committee's student representatives.
Stacia Zoghbi, Ex-Officio Worcester Technical High School
Shelley Duodu South High Community School

VI. REPORT OF THE SUPERINTENDENT - NONEVII. COMMUNICATION AND PETITION - NONEVIII. REPORT OF THE STANDING COMMITTEE

The Standing Committee on Governance and Employee Issues met virtually on Tuesday, November 23, 2021 at 4:00 p.m. in Room 410 of the Durkin Administration Building.

IX. PERSONNEL

1-47 The Superintendent has APPROVED the APPOINTMENTS of the TEACHERS named below:

Casey, Jessica, School Adj Couns, Systemwide MA, Step 4, effective 11/23/21
DeLisle, Dewey, Special Education, Systemwide, MA+30, Step 6, effective 11/15/21
Lombardo, Natalie, ESL, BA+15, Systemwide, Step 4, effective 11/18/21
Wilson, Katie, Science, Doherty High School, MA, Step 9, effective 11/15/21

1-48 The Superintendent has APPROVED the RETIREMENT of the person named below:

Henrion, Lynn, Burncoat High School, Teacher, English, effective November 12, 2021

1-49 - The Superintendent has APPROVED the RESIGNATIONS of the TEACHERS named below:

Pockevicius, James Tripp, Worcester Technical High, Department Head, Vocational Education, Automotive-74, effective November 19, 2021
Siudela, Nicholas, Woodland Academy, Teacher, Elementary, Resigned, Primary, effective November 11, 2021
Spont, Anne, Systemwide, Teacher, Special Education, Resigned, Speech, effective November 15, 2021

X. GENERAL BUSINESSACTION

gb #1-248.1 - Administration/Ms. Novick/Mrs. Clancey/
Ms. McCullough/Mr. Monfredo
(November 22, 2021)

Response of the Administration to the request to share the October 1 report.

gb #1-314.1 - Administration/Administration
(November 23, 2021)

Response of the Administration to the request to provide, at the next School Committee Meeting, a cost breakdown for each of the new Transportation Job Descriptions.

gb #1-318 - Mr. Monfredo
(November 7, 2021)

Request that the Administration provide an update on the teaching of cursive writing in the primary grades and whether there are plans to reinforce cursive writing in the intermediate grades.

gb #1-319 - Miss Biancheria
(November 16, 2021)

Request that the Administration forward a letter to UMass Memorial Health to recognize the continued support of the Building Brighter Futures Program.

gb #1-320 - Mr. Monfredo
(November 17, 2021)

Request that the Administration encourage all elementary schools, parents and students to participate in the reading incentive program, "Worcester Ticket to Read", sponsored by the Worcester Bravehearts and the Worcester Railers.

gb #1-321 - Mr. Monfredo
(November 19, 2021)

Request that the Administration support "Coats for Kids" which has been an ongoing effort between the Worcester Public Schools and the Worcester Educational Development Foundation for over 25 years.

GENERAL BUSINESS (continued)

ACTION

gb #1-322 - Ms. McCullough
(November 19, 2021)

Request that the Administration review the policies for athletic eligibility.

gb #1-323 - Ms. McCullough
(November 19, 2021)

Request that the Administration provide an update on the use of Fountas and Pinnell Literacy Program in light of recent data.

gb #1-324 - Ms. McCullough
(November 19, 2021)

Request that the Administration review sport coach salaries and discuss in comparison to other area districts during budget.

gb #1-325 - Ms. McCullough
(November 19, 2021)

Request that the Administration evaluate the athletics budget pertaining to equipment, uniforms and other needs and discuss during budget.

gb #1-326 - Administration
(November 23, 2021)

To consider approval of the following donations:

- \$1,500.00 from Boston University Wheelock College of Education & Human Development to Head Start to support the work in establishing a documentation studio.
- \$30.00 from the Blackbaud Giving Fund on behalf of Abbvie to WPS

gb #1-327 - Administration
(November 23, 2021)

To approve a prior fiscal year payment in the amount of \$3,534.51 to Scholastic.

gb #1-328 - Mayor Petty
(November 23, 2021)

To inform the public regarding the list of the members of Mayor Petty's Search Committee for the next Superintendent of Schools.

X. GENERAL BUSINESS

ACTION

gb #1-329 - Administration
(November 23, 2021)

To set a date to recognize School Committee members Dianna Biancheria, John Foley and John Monfredo for their years of dedicated service to the Worcester Public Schools.

XI. EXECUTIVE SESSION

gb #1-330 - Administration
(November 23, 2021)

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #20/21-24.

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #21/22-01.

XII. ADJOURNMENT

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

III. APPROVAL OF RECORDS
Clerk
(November 23, 2021)

ITEM - aor #1-30
S.C. MEETING - 12-2-21

ITEM:

To consider approval of the Minutes of the School Committee Meeting of Thursday, November 18, 2021.

PRIOR ACTION:

BACKUP:

Annex A (18 pages) contains a copy of the Minutes of the School Committee Meeting of Thursday, November 18, 2021.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

The School Committee of the Worcester Public Schools met in Open Session at 5:10 p.m. in the Esther Howland Chamber at City Hall on Thursday, November 18, 2021.

There were present at the Call to Order:

Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo and Ms. Novick

There were absent: Miss Biancheria and Mayor Petty

Vice-chairman Foley chaired the meeting.

1. EXECUTIVE SESSION

It was moved to recess to Executive Session and Vice-chairman Foley stated that the committee would reconvene in Open Session.

On a roll call of 5-2 (absent Miss Biancheria and Mayor Petty), it was moved to recess to Executive Session at 5:15 p.m. to discuss the following items:

Mayor Petty arrived at 5:20 p.m.

Miss Biancheria arrived at 5:35 p.m.

gb #1-316 - Administration
(November 9, 2021)

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #20/21-24.

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #21/22-01.

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 - Massachusetts Laborers’ District Council for and in behalf of Worcester Public Service Employees Local Union 272 of the Laborers’ International Union of North America, AFL-CIO, Custodians.

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 - Massachusetts Laborers’ District Council for and in behalf of Worcester Public Service Employees Local Union 272 of the Laborers’ International Union of North America, AFL-CIO, Unit D, Computer Technicians.

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 - Coronavirus/COVID-19-Related Health and Safety Issues, Fall 2021, Educational Association of Worcester Units A & B (Educators/Administrators); Educational Association of Worcester, Aides to the Physically Handicapped, Monitors and Drivers; Educational Association of Worcester, Instructional Assistants; Educational Association of Worcester, Parent Liaisons; Educational Association of Worcester, Tutors; and Educational Association of Worcester, Therapy Assistants.

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, Units A & B (Educators/Administrators); Educational Association of Worcester, Aides to the Physically Handicapped, Monitors and Drivers; Educational Association of Worcester, Instructional Assistants; Educational Association of Worcester, Parent Liaisons; Educational Association of Worcester, Tutors; Educational Association of Worcester, Therapy Assistants and Worcester School Committee, Grievance #21/22-7, Class Action Grievance Re: Retroactive Pay for Resignees.

The School Committee recessed from Executive Session at 6:12 p.m. and reconvened in Open Session at 6:14 p.m.

There were present at the second Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

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

1. APPROVAL OF RECORDS

aor #1-27 - Clerk
(November 4, 2021)

To consider approval of the Minutes of the School Committee Meeting of Thursday, October 21, 2021.

aor #1-28 - Clerk
(November 4, 2021)

To consider approval of the Minutes of the School Committee Meeting of Wednesday, October 27, 2021.

aor #1-29 - Clerk
(November 10, 2021)

To consider approval of the Minutes of the School Committee Meeting of November 9, 2021.

It was moved and voice voted to approve the Approval of Records collectively.

2. Mayor Petty suspended the rules to allow Roger Nugent, EAW President, to address the School Committee regarding the donation of sick days to a teacher.

Mayor Petty made the following motion:

Request that donation of sick days be extended for a teacher retroactively from November 11, 2021 to the end of the school year.

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

3. Mayor Petty allowed Mr. Nugent to read the following petition that 434 members of the EAW signed:

We the following members of the Educational Association of Worcester stand for choice for all of our members. We stand for choice for members to be vaccinated or availability of COVID 19 testing at no cost. For those who choose to test, the city currently does not have the availability that allows for free testing for all of our members outside of school hours. By signing this petition, which will be forwarded to the school committee, it will be showing support for choice for all members, including Unit A, Unit B ESP Groups, which include paraprofessionals, transportation, parent liaisons, therapy assistants and ESL tutors.

Mayor Petty asked Mr. Nugent to give the petition to the Clerk of the School Committee.

4. **IMMEDIATE ACTION**

gb #1-296 - Administration
(November 9, 2021)

To consider input from the School Committee's student representatives.

Stacia Zoghbi, Ex-Officio – Worcester Technical High School
Julianna Manxhari - Doherty Memorial High School
Nancy Tran - North High School

The student representatives discussed the Google Student Survey that they developed and are in the process of emailing it to students. They would like to provide a more in-depth presentation at the next School Committee meeting on the feedback, questions and concerns they have received from students. Some of the concerns that students expressed were COVID, school nutrition, facilities, student activities and mental health items.

Stacia Zoghbi requested that a student representative be selected to serve on the Superintendent's Search Committee.

5. **REPORT OF THE SUPERINTENDENT**

ROS #1-13 - Administration
(November 10, 2021)

EQUITY AND OPPORTUNITY: STUDENT EXPERIENCE AND PERFORMANCE BY RACE AND SPECIALIZED SERVICES

Dr. Marco Andrade, Director of School and Student Performance, presented the PowerPoint which contained data by race and specialized services, demographic information, culture and climate data, academic performance and post-secondary outcomes. He stated that after a year of being out of school due to COVID, all racial groups experienced a decline in the percentage of English Learners achieving their annual targets.

Miss Biancheria made the following motion:

Request that the Administration provide more Open House opportunities in all Chapter 74 Schools and forward the information to the parents who have students in grades seven and eight.

Mr. Monfredo made the following motions:

Request that the Administration recruit families in need to engage their children in preschool and head start programs.

Request that the Administration organize classes for parents on ways of assisting their child/ren at home in reading and math.

Request that the Administration establish after school and summer programs in reading and math and recruit students in grades 1-3 who are in need of additional support.

Request that the Administration allocate monies in the Budget to create a Reading Department.

Request that the Administration establish a Worcester: A City that Reads Committee under the direction of the Worcester Public Schools to promote and work on a community effort in reading.

Mrs. Clancey made the following motion:

Request that the Administration provide a report on the suspension rate for students with disabilities by breaking the data down by categories.

Mr. Foley made the following motion:

Request that the item be referred to the Standing Committee on School and Student Performance.

On a voice vote, the motions were approved collectively.

Mr. Foley stated that he feels that there is not enough that is being done to help students with social emotional disabilities and the Student Opportunity Act funds were meant to address this issue.

Ms. Novick asked if the climate measures should be measured against the district average which is below 50 percent. She stressed the need to rephrase the chronic absenteeism letter that parents receive. She stated that it was harmful in terms of the district's relationship with parents.

Ms. Novick requested that the School Committee consider joining in the efforts of other school districts to simplify the FAFSA forms.

Mayor Petty requested that the Administration study the feasibility of establishing virtual tutoring services to assist in the classrooms.

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

REPORTS OF THE STANDING COMMITTEES

6. The Standing Committee on **Finance and Operations** met virtually on Wednesday, October 27, 2021 at 4:30 p.m. in Room 410 of the Durkin Administration Building.

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.

Mr. Allen stated that the Administration is discussing the feasibility of changing the two mile radius to possibly one and a half mile or a one mile radius. If the district implements the one and a half mile radius, the district would need approximately 7 additional big busses for middle school students and 17 for high school students. If the district implements a one mile radius, it will need 15 big busses for middle school students and 40 big busses for high school students.

Mr. Foley made the following motion:

Request that the item be held for discussion in FY23.

On a roll call of 2-1 (absent Miss Biancheria), the motion was approved.

gb #0-33 - Mr. Foley/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/Ms. Novick (January 8, 2020)

To include a standing item for "Transportation Update" at each Finance and Operations committee meeting with information provided regarding the problems facing student transportation and improvements experienced.

gb #1-110 - Ms. Novick (March 31, 2021)

Request administration provide an update on student transportation.

(Consider these items together)

Mr. Allen stated that there are drivers in training that are interested in 7D training. The Administration is discussing with AA transportation the continued use of their vans that were being used by the National Guard. This will allow the Worcester Public School's bus drivers to continue to drive the same routes as the National Guards.

Mr. Foley made the following motion:

Request that gb 1-110 be filed and that gb 0-33 be held.

On a roll call of 2-1 (absent Miss Biancheria), the motion was approved.

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 1-153.2 - Administration/Ms. Novick (June 28, 2020)

Response of the Administration to the request to hold C and D for discussion for the July 22, 2021 meeting:

- C. Request that the Administration provide a report on the number of bus drivers needed in order to appropriately fill the district needs. **Ms. Novick**
- D. Request that the Administration provide a report on whether Federal Grant funds may be used for the purchase of school buses. **Ms. Novick**

gb 1-153.4 - Administration/Mayor Petty/Miss Biancheria (August 26, 2021)

Response of the Administration to the following motions:

Request that the Administration provide a financial plan to include ways to use the ESSER funds, taxpayer levies, leasing and any other alternatives when operating the new bus system. **Mayor Petty**

Request that the Administration seek a legal opinion to be provided at the September 2, 2021 meeting regarding representation of the Teamsters when hiring bus drivers. **Mayor Petty**

Request that the Administration provide a report on the type of fuel that will be used to run the busses to include the benefits of using diesel fuel versus gas. **Miss Biancheria**

(Consider these three items together.)

Mr. Allen provided information on the following:

- bus driver recruitment
- procurement of vehicles
- support staff and
- property capacity

Bus Driver Recruitment

As of October 18, there were 21 people actively in training and the transportation department will be screening and interviewing 16 additional candidates for the next round of the nightlife class. This would provide 37 drivers in active training. Mr. Allen stated that updates will be provided at the November and December Standing Committee meetings.

Procurement of Vehicles

The bids that were solicited were for 100 Type C 71 passenger busses, 38 Type A midsize school busses and the two types of busses that the system currently operates. Next year, the system will acquire 27 new wheelchair busses.

Mr. Foley asked for information regarding the use of gasoline for busses.

Mr. Allen stated that busses using gasoline cost significantly less in maintenance and upkeep versus diesel. He also stated that gasoline is considered to be an alternative fuel.

The WPS ESSER 3 Application Funds were reviewed and approved to include the purchase of school busses.

Support Staff

Mr. Allen provided information on the addition of the following proposed new job positions:

- Transportation Personnel Supervisor
- Transportation Systems Coordinator
- Transportation Safety and Training Liaisons (3)
- Transportation Safety Supervisor

He stated that the Job Descriptions will be included on the School Committee Agenda on November 18, 2021.

Property Capacity

Mr. Allen stated that the original Lease Agreement for 150 North East Cutoff included space but the Administration would like to amend it with the landlord to build additional parking spaces.

Mr. Foley made the following motion:

Request that gb 1-153.2 and gb 1-153.4 be filed and that gb 1-101 be held.

On a roll call of 2-1 (absent Miss Biancheria), the motion was approved.

gb 1-204 - Administration (July 30, 2021)

To consider approval of the Building Use Fees Policy.

Mr. Allen stated that South High Community School's building use fees rates were proposed to be adjusted to reflect the new school building and all of its updated technology. In addition, all fees were adjusted to reflect the current contractual rate changes.

On a roll call of 2-1 (absent Miss Biancheria), the Building Use Fees Policy was approved.

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

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

Mr. Allen discussed the status of the FY22 Budget and appropriate transfers.

Mr. Foley requested that a Public Hearing regarding ESSER and SOA funds be scheduled for mid-November or early December.

Superintendent Binienda stated that, at the Public Hearing, discussions should also include the funding of full day preschool and early college programs.

It was moved to approve the following transfers:

Amount	From Account	Account Title	To Account	Account Title
\$400,000	500-91111	Teacher Salaries	500-91110	Administrative Salaries
\$140,000	500-91120	Maintenance Salaries	500-91123	Non-Instructional Salaries
\$50,000	500-91120	Maintenance Salaries	500-91121	Administrative Clerical Salaries
\$100,000	540103-92000	Transportation	540103-93000	Transportation

On a roll call of 2-1 (absent Miss Biancheria), the transfers were approved.

On a roll call of 2-1 (absent Miss Biancheria), the item was held for the second quarter report.

School Committee Action

Mr. Foley requested that gb #1-314 be voted on after the vote of the Action Sheet from the Standing Committee on Finance and Operations. He stated that Mr. Allen discussed the job positions at the Standing Committee level and would like the Committee to vote on them so the Administration can move forward with the hiring process.

Ms. Novick voiced her concern over the transfer of \$400,000 from teacher salaries to administrative salaries for the reallocation of five English Learner teachers to four English Learner Supervisor positions. She indicated that putting this kind of a transfer in a quarterly report is not transparent and should have been discussed in June when the Budget was passed. She asked the Administration to provide an explanation of the decision regarding the transfer.

Ms. Melendez-Quintero stated that the numbers of English Learners have increased and with the current staff, it is very difficult to meet their needs and ensure that they receive a high quality and equity education. The ratio of coaches to EL students is 1 to 10 which does not allow the coaches to spend long periods of time at one school. She further stated that the English Learner Supervisors will be working on developing an EL curriculum.

Superintended Binienda stated that the Administration analyzes and assesses what the district needs are, then proposes certain transfers at each quarterly report. The Administration has discussed and decided to add the five new positions to address the needs of EL students.

On a roll call of 7-0, the following transfers were approved:

Amount	From Account	Account Title	To Account	Account Title
\$400,000	500-91111	Teacher Salaries	500-91110	Administrative Salaries
\$140,000	500-91120	Maintenance Salaries	500-91123	Non-Instructional Salaries
\$50,000	500-91120	Maintenance Salaries	500-91121	Administrative Clerical Salaries
\$100,000	540103-92000	Transportation	540103-93000	Transportation

On a roll call of 6-1 (nay Miss Biancheria), the Action Sheet for the Standing Committee on Finance and Operations was approved as amended.

The following item was taken out of order:

gb #1-314 - Administration
(November 10, 2021)

To consider approval of the following Job Descriptions:

- Transportation Personnel Supervisor
- Transportation Safety and Training Liaison
- Transportation Safety Supervisor
- Transportation Systems Coordinator

Mr. Monfredo made the following motion:

Request that the Administration provide, at the next School Committee Meeting, a cost breakdown for each of the new Transportation Job Descriptions.

On a voice vote, the motion was approved.

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

It was moved to suspend the Rules of the School Committee to reconsider the item regarding the approval of the Job Descriptions.

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

Mayor Petty made the following motion:

Request that the School Committee reconsider the item regarding the approval of the Job Descriptions.

On a roll call of 0-7, the motion to reconsider the item which defeated.

7. The Standing Committee on Teaching, Learning and Student Supports met virtually at 5:03 p.m. on Monday, November 15, 2021 at the Durkin Administration Building in Room 410.

gb #0-382 - Ms. Novick/Ms. McCullough (December 17, 2020)

Request administration report on updates to the Worcester Technical High School admission process, its results, and its interaction with state attention and possible revision to admission requirements.

Dr. Sippel provided a PowerPoint presentation regarding the proposed Admissions Process for Worcester Technical High School.

The following is an overview of the PowerPoint presentation:

Seats at WTHS will be allocated to each feeder middle school in proportion to the share each has of the overall WPS 8th grade fall enrollment.

- The purpose of this change is to ensure that both geographic and socioeconomic diversity more closely matches the demographics of eighth grade students across the district.
- Worcester residents who are not enrolled as WPS students in 8th grade would be counted within the allotment of seats for the district middle school that corresponds to their home address.

There are three Admission Policy Options:

A. Adjusted Selective Criteria

- Applicants must be Worcester residents.
- Seats allocated are based on proportional enrollment of feeder schools; non-WPS students are assigned to the home school allocation for their residential addresses.
- Scoring of students based on four revised criteria:
 - Academics: Calibration of points awarded to students for passing grades in their core academic classes in grades 7 and 8; inclusion of "bonus" points to incentivize performance in 8th grade.
 - Attendance: Compliance with state requirement to not penalize students for excused absences; inclusion of "bonus" points to incentivize attendance in 8th grade.
 - Discipline & Safety: Comply with state requirement to not penalize students for "minor behavior or disciplinary infractions."
 - Educator Recommendation: Continue practice of recommendations coming from team of educators who know the student.
- Students are accepted or placed on the waiting list by school as ranked by criteria scores.

B. Tiered Lottery

Eligibility: Applicants must be Worcester residents who provisionally meet WPS high school promotion requirements (greater than or equal to "65" for 8th grade Q2 mark in English/ESL and mathematics).

Tiered Lottery:

- Seats in ninth grade class are WTHS allocated based on feeder schools' respective shares of overall WPS enrollment.
- Applicants are assigned to one of three tiers based on attendance and discipline/safety criteria.

- Public lottery is conducted for applicants from each tier and feeder school, beginning with Tier 1.

Students are accepted or placed on waiting list in the random order that their names are drawn.

Applicants are assigned to one of three tiers based on the criteria below:

Tier	Attendance	Discipline & Safety
1	No more than ten (10) total unexcused absences in seventh and eighth grades combined.	No more than one (1) long-term suspension (MGL 37H, 37H 1/2, 37H 3/4) from 7th and 8th grade combined.
2	No more than twenty-one (21) total unexcused absences in seventh and eighth grades combined.	No more than two (2) long-term suspensions (MGL 37H, 37H 1/2, 37H 3/4) from 7th and 8th grade combined.
3	Twenty-two or more (22+) unexcused absences in seventh and eighth grades combined.	Three or more (3+) long-term suspensions (MGL 37H, 37H 1/2, 37H 3/4) from 7th and 8th grade combined.

C. Open Lottery

Eligibility: Applicants must be Worcester residents.

Open Lottery:

- Seats in the ninth grade class at WTHS are allocated based on feeder schools' respective shares of overall WPS enrollment.
- Public lottery is conducted for the applicants from each feeder school; all students are included.
- Students are accepted or placed on waiting list in the random order their names are drawn.
- Accepted students must meet WPS high school promotion requirements to officially enroll in program (greater than or equal to "65" for 8th grade final mark in English/ESL and mathematics).

Proposed Recommendations:

- Adopt a Tiered Lottery with allocation of seats proportional to middle schools' enrollment, which has the following advantages:
 - It attends to unexcused absence and serious discipline/safety concerns which are important success predictors for CVTE.
 - It accepts students in closer proportion to their representation within applicant pool than the adjusted criteria model.
 - It does not rely on educator recommendations that may be subject to rater variability and/or implicit bias.
 - It ensures all schools are represented in proportion to their share of overall enrollment.
- Conduct a community forum during November share the recommended to share the policy with parents, staff, students, and community members and receive feedback.
- Schedule presentation of policy to full School Committee for Thursday, December 2.

Ms. McCullough asked if there are any strategies in place to recruit more students with learning disabilities.

Dr. Sipple stated that the district has been awarded a grant from DESE to enhance the recruitment of English Learners for its Career and Vocational Technical Education programs. There are funds to also support enhanced recruitment of students with disabilities as well. The Administration wants to be certain that students with disabilities are aware of their opportunity to apply to WTHS and that they will receive educational benefit from the school if they are accepted.

Ms. McCullough asked what the exact date is that DESE needs to have the approved Admission Policy.

Dr. Sipple stated that December 15th is the date for the waiver request but the critical part for DESE is that the Administration has the policy adopted so that it can be used in the upcoming admission cycle.

Mr. Monfredo asked if parents are offered tours of WTHS.

Dr. Sipple stated that there is an Open House held for students and parents in January before the application window opens.

Mr. Monfredo asked if there will also be changes to the Chapter 74 programs in the high schools.

Dr. Sipple stated that there is one Chapter 74 Admissions Policy for the district. The proportional allocation of seats would only apply to WTHS.

Superintendent Binienda stated that to use the overall enrollment and to have a proportional share from each of the middle schools allows more equity and opportunity for students to have access to WTHS. The Chapter 74 programs in the high schools would use the tiered lottery but not the proportional share because there are not enough students that apply for them.

Mr. Foley asked if the Administration has had discussions with other vocational schools on what they are doing in regards to the state admission changes.

Superintendent Binienda stated that there have been several meetings with other vocational school districts and DESE to share ideas for the admission changes. The WTHS is different from those vocational schools because their vocational schools are not part of their school system.

Mr. Foley stated that the perceived image of WTHS is that you can't have disciplinary infractions or attendance issues and you have to have high marks to attend. Parents and students need to be notified that this practice is being changed. He asked if the December 15th date is critical or could the Public Forum be held on December 6th instead of November 22nd.

Dr. Sippel stated that as long as the policy is in place for the admissions cycle to start at the end of January, DESE would probably cooperate with this change.

Mr. Foley stated that he would like the Administration to hold the Public Forum after Thanksgiving due to the fact that one week does not give enough time to advertise for it. He further stated that he wants the public to have a chance to weigh in on it before the final vote.

Superintendent Binienda stated that Hanukkah is on November 29th. Therefore, the Public Forum could be held on December 6th and the full School Committee can vote on it on December 16th.

Ms. McCullough made the following motion:

Request that the School Committee approve the adoption of the Tiered Lottery with allocation of seats proportional to middle schools' enrollment. A Public Forum will be held on December 6, 2021 for community discussion and the School Committee will vote for final approval on December 16, 2021.

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

SCHOOL COMMITTEE ACTION

On a roll call of 7-0, the Action Sheet for the Standing Committee on Teaching, Learning and Student Supports was approved as stated.

8. PERSONNEL

It was moved and voice voted to file Personnel items 1-44 to 1-46.

9. GENERAL BUSINESS

gb #1-210.4 - Administration/Ms. Novick/Mrs. Clancey/
Ms. McCullough/Mr. Monfredo
(September 29, 2021)

Response of the Administration to the request to list all those whose contracts are with the superintendent who are currently:

1. on automatic one year renewals of their contract;
2. beyond one year renewals;
3. beyond the renewal language of their contract otherwise and
4. have no written contract at all.

Report to be current to the filing date of this item (8/16/21).

Ms. Novick stated that she was concerned that some administrators do not have a contract and said she was told that it was common practice. She mentioned that this could potentially open the district up to discriminatory challenges, given that there are people of similar levels and responsibilities that do have contracts.

Ms. Novick made the following motions:

Request that Attorney Sweeney provide a legal opinion regarding contract parity for those who have one and those who don't.

Request that Attorney Sweeney provide a legal opinion regarding best practices and limitations for contract renewals and extensions in time of a transition to new leadership.

On a roll call of 6-1 (nay Miss Biancheria), the motions were approved.

Mayor Petty stated that the contract situation has been going on long before the current Administration was in place and suggested that the item be referred to the Standing Committee on Finance and Operations.

Mayor Petty made the following motion:

Request that all contracts going forward that need to be signed be brought to the School Committee for to its review and/or approval until the next Superintendent is hired.

On a roll call of 6-1 (nay Miss Biancheria), the motion was approved.

Mayor Petty made the following motion:

Request that the item be referred to the Standing Committee on Governance and Employee Issues.

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

Superintendent Binienda stated she would provide an update on additional contracts that have been recently signed.

gb #1-215.1 - Administration/Miss Biancheria
(November 10, 2021)

Response of the Administration to the request to review the feasibility of utilizing retired IA staff as part time employees in areas of need such as reading and math at specific school sites under request of these services.

Ms. Boulais stated that the item references full time union positions and the Administration would need to hire individuals who are within the bargaining unit. She also stated that it is an idea worth exploring and that the Administration could reach out to principals and the Special Education Department for feedback.

Miss Biancheria stated that the individuals she had spoken with have years of experience and are interested in working one to three days a week.

It was moved and voice voted to accept and file the item.

gb #1-243.1 - Administration/Mrs. Clancey/Ms. Novick/
Ms. McCullough/Mr. Monfredo
(October 28, 2021)

Response of the Administration to the request to provide an update on new hires from the re-allocated funds during budget hearings.

Ms. Clancey made the following motion:

Request that the Administration provide a report in a Friday Letter on the School Adjustment Counselors' caseloads to determine the need of adding additional positions.

On a voice vote, the motion was approved.

It was moved and voice voted to accept and file the item.

gb #1-250.1 - Administration/Ms. Novick/Mrs. Clancey/
Ms. McCullough/Mr. Monfredo
(October 28, 2021)

Response of the Administration to the request to report on the filling of the additional staffing positions in the FY22 budget.

It was moved and voice voted to accept and file the item.

gb #1-255 - Administration
(September 14, 2021)

To approve the Job Description for Recruitment and Cultivation Director.

On a roll call of 6-1 (nay Ms. Novick), the item was approved.

gb #1-297 - Administration
(October 18, 2021)

To accept the Massachusetts Insight Education and Research Institute Grant in the amount of \$12,500.

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

gb #1-298 - Administration
(October 18, 2021)

To approve the following prior fiscal year payments:

- \$433.44 to MSC Industrial Supply Corporation
- \$1,472.89 to ACV Enviro for hazardous waste cleanout at Foley Stadium
- \$1,233.72 to a principal for per diem pay
- \$10,742.00 to staff members at Claremont Academy for additional PD meetings and Sustainability Planning
- \$1,445.80 to Performance Health Supply, Inc.
- \$2,156.72 to Integrated Center for Child Development (ICCD) Partners
- \$36,830.72 to Devereux Advanced Behavioral Health
- \$1,149.32 to Pearson
- \$210.26 to ACV Enviro
- \$516.00 to Flaghouse
- \$1,000 to Johnson Controls
- \$3,112.61 to FW Webb
- \$750 to an employee for retirement sick days

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

gb #1-299 - Administration
(October 19, 2021)

To approve the following donations:

- \$500.00 from William Gates for Worcester Arts Magnet to be used toward their Arts programs
- \$2,500.00 from Mercury Wire Charitable Foundation to Lakeview, Belmont and Woodland Elementary Schools for the purchase of 3 color printers and ink

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

gb #1-300 - Ms. McCullough/Mrs. Clancey/Mr. Monfredo/Ms. Novick
(October 21, 2021)

Request that the Administration provide a report on all school playgrounds, needed repairs and cost for repairing/upgrading them.

It was moved and voice voted to refer the item to the Standing Committee on Finance and Operations.

gb #1-301 - Ms. McCullough/Mrs. Clancey/Mr. Monfredo/Ms. Novick
(October 25, 2021)

Request that the Administration reassess the need for crossing guards at secondary level schools.

Ms. McCullough stated that there are several schools across the city that have problems with students crossing busy streets, especially at Burncoat High School. She would like the Administration to consider the feasibility of hiring more crossing guards.

Mayor Petty stated that speeding is a real issue near the junior and senior high schools.

It was moved and voice voted to refer the item to the Administration.

gb #1-302 - Administration
(October 25, 2021)

To review the annual audit and agreed-upon procedures report on compliance and internal controls for the City of Worcester, including the Worcester Public Schools, which includes the Government Accountability Office (GAO) and the Office of Management and Budget (OMB) A-133 Reports and the Management Letter.

It was moved and voice voted to refer the item to the Standing Committee on Finance and Operations.

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.

It was moved and voice voted to refer the item to the Standing Committee on Finance and Operations.

gb #1-304 - Administration
(October 25, 2021)

To review the Independent Accountant's Report on Applying Agreed Upon Procedures for Student Activity Fund Testing.

It was moved and voice voted to refer the item to the Standing Committee on Finance and Operations.

gb #1-305 - Ms. McCullough/Mrs. Clancey/Mr. Monfredo/Ms. Novick
(October 27, 2021)

Request that the Administration provide an update on the status of volunteers in schools while adhering to safety and mitigation protocols.

Superintendent Binienda stated that volunteers are being allowed back into the schools as long as they either show that they are vaccinated or have a negative test. The policy for volunteers is the same as what was passed for staff members.

Ms. McCullough stated that she would like to make sure the policy is consistent throughout the district.

Superintendent Binienda stated that the Volunteer Policy will be sent out in the Friday Manager's Friday Letter.

It was moved and voice voted to file the item.

gb #1-306 - Administration
(November 3, 2021)

To accept the Massachusetts Department of Elementary and Secondary Education CVTE Equitable Career Access Grant in the amount of \$130,000.

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

gb #1-307 - Administration
(November 7, 2021)

To consider approval of the amended school calendar for December 2022.

Dr. O'Neil stated that the amendment to the school calendar was the dates in December 2022. December 1st should have started the month on Thursday instead of Tuesday.

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

gb #1-308 - Ms. Novick/Mrs. Clancey/Ms. McCullough
(November 8, 2021)

Request administration report on specific resolution to the ongoing tardiness, absence, stops skipped, and other issues with Bus 38 across all tiers since the beginning of the school year, as has been repeatedly requested.

It was moved and voice voted to refer the item to the Administration.

gb #1-309 - Ms. Novick/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/
Mayor Petty
(November 8, 2021)

To set a date to recognize all those city and district staff otherwise unrecognized for their involvement in the planning, construction, and opening of the new South High Community School.

Ms. Novick stated that she would like the Administration to provide a list of people to be recognized that worked behind the scenes and were instrumental in getting the new South High Community School built.

It was moved and voice voted to set the date of December 2, 2021 or a more convenient date for all involved.

gb #1-310 - Ms. Novick/Mrs. Clancey/Ms. McCullough/Mr. Monfredo/
Mayor Petty
(November 8, 2021)0

To set a date to thank the Central Detachment, Task Force Castle Operation Children First of the Massachusetts National Guard, and to thank AA Transportation Company, Inc. for their well-managed collaboration with the Worcester Public Schools in providing transportation to Worcester Public Schools students during the month of October.

Superintendent Binienda requested that the item be amended to add the monitors from Durham School Services and staff members from the Commissioner of Education's Office.

Ms. Novick stated that she would be amenable to add the staff members from the Transportation Office of the WPS but would not amend her item to add the monitors from Durham School Services and staff members from the Commissioner of Education's Office.

Superintendent Binienda requested that another item be filed to recognize the monitors from Durham School Services, staff members from the Commissioner of Education's Office and the Lieutenant Governor.

Ms. Novick stated that she would be happy to invite the Lieutenant Governor.

It was moved and voice voted to set the date of December 2, 2021.

gb #1-311 - Ms. Novick/Ms. Clancey/Ms. McCullough
(November 8, 2021)

Request administration report urgently via school level staff on student disregulation, how it is manifesting in our schools, how staff is managing and coping with such disregulation, and what resources and policy changes from this Committee are necessary to better support students, families, and staff.

It was moved and voice voted to refer the item to the Administration.

gb #1-312 - Ms. McCullough/Mrs. Clancey/Mr. Monfredo/Ms. Novick
(November 9, 2021)

Request that the Administration explore utilizing virtual tutoring services for the students of the WPS.

Ms. McCullough requested that the Administration provide a report at a meeting of the Standing Committee on Teaching, Learning and Student Supports.

It was moved and voice voted to refer the item to the Standing Committee of Teaching, Learning and Student Supports.

gb #1-313 - Administration
(November 9, 2021)

To consider approval of the Job Description for an Elementary Technology Teacher.

Mr. Foley asked for an explanation of the position and how many technology teachers are going to be hired.

Dr. Kyriazis stated that an individual had retired under the Job Description of Prep Position and the Administration would like to change it to reflect what the person is doing in the classroom setting which is teaching technology and digital learning.

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

gb #1-315 - Administration
(November 10, 2021)

To accept the Envirothon Grant from the Massachusetts State Grange in the amount of \$750.

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

On a voice vote the meeting was adjourned at 8:32 p.m.

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

III. APPROVAL OF RECORDS
Clerk
(November 23, 2021)

ITEM - aor #1-31
S.C. MEETING - 12-2-21

ITEM:

To consider approval of the Minutes of the School Committee Meeting of Monday, November 22, 2021.

PRIOR ACTION:

BACKUP:

Annex A (3 pages) contains a copy of the Minutes of the School Committee Meeting of Monday, November 22, 2021.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

The School Committee of the Worcester Public Schools met virtually in Open Session at 5:45 p.m. in Room 410 of the Durkin Administration Building on Monday, November 22, 2021.

There were present at the Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

1. GENERAL BUSINESS

gb #1-232.1 -Mayor Petty
(November 18, 2021)

To consider options, if necessary, to begin the process and engage with a search consultant to conduct a national search to recruit and hire a Superintendent of schools for the Worcester Public Schools with an effective start date of JULY 1, 2022. Prior to the commencement of the search process, the School Committee, in collaboration with the consultant, will develop and implement a comprehensive, inclusive, public process to solicit input from all members of the Worcester community regarding the needs of the district and the characteristics and skillsets required in the next Superintendent of schools.

Mayor Petty welcomed the members of Greenwood/Asher and Associates and Ms. McCullough stated that the purpose of the meeting was to have them provide an overview of the search process and allow the School Committee to ask questions. Representing Greenwood/Asher were Jan Greenwood, Jane Drennan and Itza Walters.

Ms. Greenwood has 30 years of experience in executive searches and was previously in pre-k-12 and higher education and is a licensed psychologist.

Ms. Drennan has over 30 years of experience in k-12 and public education. She has been a teacher, principal, Deputy Superintendent of Teaching and Learning, Executive Director of the Northeast Ohio Charter School System and Director of a Regional Center for Excellence in partnership with the Minnesota Department of Education.

Ms. Walters is a senior executive search consultant and her role is to recruit and manage the candidates that come through the search. She was previously a Spanish medical interpreter in health care and served as a Spanish instructor for community colleges and high school students.

The draft timeline for the search process is shown below:

November 22, 2021

Orientation and Start-up Meeting

Search process is outlined, candidate profile, and expectations are reviewed

December 2021-
January 2022

Set up focus groups, meet with focus groups

Finalize position descriptions, place advertisements, nominations sought and recruiting conversations are held

March 9, 2022

Prospect review meeting

Search committee meets to review leading prospects for consideration. The committee selects candidates for preliminary review and discusses interview strategies

(Approximately one/two weeks prior to the meeting each committee member reviews candidates files)

March 23-24, 2022

Round one of Interviews

Committee will conduct interviews of leading candidates and select candidates for referencing. Discuss referencing strategies

April 11, 2022

April 25-28, 2022

TBD

May, 2022

July 1, 2022

Reference Feedback Meeting

Round Two of Interviews

Follow up meeting, if desired

Appointment

Start Date

Ms. Greenwood stated that there are strategic questions related to the focus group meetings.

- Will the search firm be the face of the meetings?
- Will the School Committee be running the meetings?
- Will the meetings be led collectively?

She stated that the way the schedule was constructed was to allow for closure at the time limit requested and look at the realities of the market from last week through the Martin Luther King holiday. That is the one time of the year that is hardest to get return calls when recruiting. So this was built around the potential evolution of the vacation schedule this year.

Ms. Drennan stated that the search schedule will be worked on with the Ad Hoc Sub-Committee in conjunction with the School Committee in order to create an acceptable schedule for the focus groups by mid-January. Meetings can be done via Zoom or in-person. The information gathered during the focus group meetings will be crucial in creating the profile for the next Superintendent.

Ms. Walters explained that once the profile description is finalized with feedback from the community, the outreach will begin and the ultimate goal will be to develop a pool of viable and diverse candidates. During the prospect review meeting, the candidates will be presented to the Search Committee for review and evaluation. The committee will have access to that information one to two weeks prior in order to draft their comments and questions to be discussed at the meeting. The committee will also identify the individuals that they would like to move forward with in the round one interviews.

Once the round one candidates are interviewed, the firm will provide referencing. The referencing process entails speaking with supervisors, peers, direct reports and off-list references. After the referencing meeting, the School Committee will decide which candidates should be brought back as finalists.

Mayor Petty stated that he hopes that there is a lot of national interest but does not want to discount candidates from the Worcester area. He asked if the appointment deadline of May is too late and Ms. Greenwood replied that the May date allows for the new Superintendent to be on board with the budgetary work that needs to be done.

Ms. McCullough stated the importance of access for the community and stakeholders to be a part of the search process. She also stated that a Search Committee will be appointed by the Mayor to work collaboratively with the Ad Hoc and School Committees.

Ms. Biancheria inquired about the process for advertising and Ms. Greenwood outlined three ways that the firm advertises through the following:

- add responses
- nominations and
- firm recruitment

Miss. Biancheria also asked how the candidate information is verified. Ms. Greenwood stated that verification is done mainly through the referencing process but that the firm also uses Mintz, a background verification company.

Ms. Novick stated that she would like to have the search firm lead the process as it provides a significantly greater amount of integrity. She also recommends confidentiality in the interviews and focus groups and also the inclusion of student voices in the search process. She voiced concern regarding the timeline as April had initially been targeted as the appointment date due to the fact that there are a significant number of administrators that have a ninety day release clause in their contract. She also clarified that round one interviews may be done in Executive Session confidentially under M.G.L. 30A, Chapter 21 and the second round would be in public session. She recommends the district use social media for community outreach and building access without requiring the approval of the Administration.

Mr. Foley asked for an explanation of the off reference procedure. Ms. Greenwood stated that if a candidate has a reference, the firm in turn checks the references of those who may have worked as a direct report with the reference. He also recommended pushing the May appointment back to April.

On a collective roll call of 7-0, the item was held and the meeting adjourned at 6:32 p.m.

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

X. IMMEDIATE ACTION
Ms. Novick/Mrs. Clancey/Ms. McCullough/
Mr. Monfredo
(November 23, 2021)

ITEM - gb #1-309.1
S.C. MEETING - 12-2-21

1ST ITEM gb #1-309 S.C.MTG. 11-18-21
2ND ITEM gb #1-309.1 S.C.MTG. 12-2-21

ITEM

To recognize all those city and district staff otherwise unrecognized for their involvement in the planning, construction, and opening of the new South High Community School.

ORIGINAL ITEM: Ms. Novick/Mrs. Clancey/Ms. McCullough/Mr. Monfredo
(November 8, 2021)

To set a date to recognize all those city and district staff otherwise unrecognized for their involvement in the planning, construction, and opening of the new South High Community School.

PRIOR ACTION:

11-18-21 - Ms. Novick stated that she would like the Administration to provide a list of people to be recognized that worked behind the scenes and were instrumental in getting the new South High Community School built. It was moved and voice voted to set the date of December 2, 2021 or a more convenient date for all involved.

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Recognize.

X. IMMEDIATE ACTION
Ms. Novick/Mrs. Clancey/Ms. McCullough/
Mr. Monfredo
(November 23, 2021)

ITEM - gb #1-310.1
S.C. MEETING - 12-2-21

1ST ITEM gb #1-310 S.C.MTG. 11-18-21
2ND ITEM gb #1-310.1 S.C.MTG. 12-2-21

ITEM

To thank the Central Detachment, Task Force Castle Operation Children First of the Massachusetts National Guard, and to thank AA Transportation Company, Inc. for their well-managed collaboration with the Worcester Public Schools in providing transportation to Worcester Public Schools students during the month of October.

ORIGINAL ITEM: Ms. Novick/Mrs. Clancey/Ms. McCullough/Mr. Monfredo
(November 8, 2021)

To set a date to thank the Central Detachment, Task Force Castle Operation Children First of the Massachusetts National Guard, and to thank AA Transportation Company, Inc. for their well-managed collaboration with the Worcester Public Schools in providing transportation to Worcester Public Schools students during the month of October.

PRIOR ACTION:

11-18-21 - Superintendent Binienda requested that the item be amended to add the monitors from Durham School Services and staff members from the Commissioner of Education's Office.
Ms. Novick stated that she would be amenable to add the staff members from the WPS's Transportation Office but would not amend her item to add the monitors from Durham School Services and staff members from the Commissioner of Education's Office.
Superintendent Binienda requested that another item be filed to recognize the monitors from Durham School Services, staff members from the Commissioner of Education's Office and the Lieutenant Governor.
Ms. Novick stated that she would be happy to invite the Lieutenant Governor.
It was moved and voice voted to set the date of December 2, 2021.

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Recognize.

V. IMMEDIATE ACTION
Administration
(November 23, 2021)

CURRENT ITEM - 1-317
S.C. MEETING - 12-2-21

ITEM:

To consider input from the School Committee's student representatives.

Stacia Zoghbi, Ex-Officio – Worcester Technical High School
Shelley Duodu South High Community School

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

File.

Committee Members
Laura Clancey, Chairman
John Monfredo, Vice-chairman
Tracy Novick

AGENDA #6
G/EI
11-23-21
Page 1

A C T I O N S

The Standing Committee on Governance and Employee Issues met virtually at 4:00 p.m. on Tuesday, November 23, 2021 in Room 410 at the Dr. John E. Durkin Administration Building.

There were present: Ms. Novick, Mr. Monfredo and Chairman Clancey

Representing Administration: Superintendent Binienda, Dr. O'Neil,
Ms. Boulais and Dr. Friel

Others in attendance: Dr. Kyriazis, M. Martin, P. Matthews, R. Walton

c&p #1-7 - Clerk (August 17, 2021)

To consider a communication from Alexandra Koukakis, President of NAGE 01-156, 52 Week Administrative Secretaries Local, to authorize a sick leave bank and allow its members to voluntarily donate sick days to a colleague.

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

c&p #1-8 - Clerk (October 25, 2021)

To consider a communication from the EAW to consider approval of a donation of 160 sick days to a staff member at Norrback Avenue School.

Melinda Martin requested that the unused donated days remain in a bank after the employee returns to work.

Ms. Boulais stated that there are no provisions in any of the banks for an employee to get days to restore their own personal supply.

Chairman Clancey made the following motion:

To approve the 160 days donated to the IA at Norrback Avenue School.

Ms. Boulais asked if the motion could include clarifying if the days that are given are necessary for as long as the employee is out on leave or are the days being pushed into the employee's available sick time without necessarily a connection to her being out on leave for this incident.

Chairman Clancey modified her motion as follows:

To approve the donation of 160 sick days to the IA at Norrback Avenue School to be used as needed to supplement as sick time through the remainder of the school year.

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

ros #0-9 - Administration (September 23, 2020)

RENNIE CENTER FOR EDUCATION RESEARCH & POLICY – REPORT ON THE TECHNOLOGY SECTION FROM THE STRATEGIC PLAN

ros #1-7 - Administration (April 7, 2021)

RENNIE CENTER-PROGRESS ON STRATEGIC PLAN

(These items were considered together.)

Superintendent Binienda stated that the Administration provided backup for these items based on the Rennie Center data. The information provided by the Worcester Research Bureau contained some other areas that were not addressed in the Rennie Center plan that has not been addressed due to time constraints. She stated that the additional information requested will be presented at the next meeting.

Ms. Novick read the original motion which requested that the Administration provide the school district data for each of the subsections of the Strategic Plan in order to be reviewed in meetings of the Standing Committee on Governance and Employee Issues.

Chairman Clancey made the following motion:

Request that the items be held for a meeting in December and use the benchmarks for success to get the data in each of the subcategories.

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

Superintendent Binienda stated that a full report was presented on MCAS and suggested that it be added as backup to these items.

HELD

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

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

Superintendent Binienda stated that since becoming a 1-1 district, the Administration has been in receipt of broken or missing Chromebooks and chargers. She stated that it has become a financial burden to replace those items. The Administration found that other school districts have an agreement that parents need to sign stating that if there is a missing or damaged Chromebook or accessory that they are responsible financially for those items. The Administration drafted a policy and was looking for guidance from the Committee on formulating a policy.

Mr. Walton stated the WPS IT department is responsible for the upkeep of Chromebooks. Since the return to in-person learning, the number of damaged Chromebooks has increased whether done intentionally or unintentionally.

Mr. Monfredo stated that there should be a policy created to include some responsibility on the students and parents.

Ms. Novick stated that there are already policies in place regarding technical use (Policies IJ, EB and JQ) and feels there is no a need to create an additional policy. She recommended that the item be forwarded to the Standing Committee on Finance and Operations to seek other available resources.

Superintendent Binienda has met with Mr. Allen to discuss ways to fund the replacements and stated that the drafted policy was the result of those meetings.

Mr. Walton spoke to the suggestion of implementing an insurance clause into the policy. He also stated that approximately 500-600 Chromebooks were perhaps intentionally broken. Four thousand chargers have been ordered due to loss.

Ms. Novick made the following motion:

Request that the question of sustainable funding be forwarded to the Standing Committee on Finance and Operations to research other available sources.

On a roll call of 2-1 (nay Mr. Monfredo) the motion was referred to the Standing Committee on Finance and Operations.

On a roll call of 3-0, the meeting adjourned at 4:58 p.m.

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

X. GENERAL BUSINESS
Administration/Ms. Novick/Mrs. Clancey/
Ms. McCullough/Mr. Monfredo
(November 22, 2021)

ITEM - gb #1-248.1
S.C. MEETING - 12-2-21

1ST ITEM gb #1-248 S.C.MTG. 9-23-21
2ND ITEM gb #1-248.1 S.C.MTG. 12-2-21

ITEM:

Response of the Administration to the request to share the October 1 report.

ORIGINAL ITEM: Ms. Novick/Mrs. Clancey/Ms. McCullough/Mr. Monfredo
(September 14, 2021)

Request administration share the October 1 report.

PRIOR ACTION:

9-23-21 - It was moved and voice voted to refer the item to the Administration.

BACKUP:

Annex A (3 pages) contains a copy of the Annual Student Enrollment History.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

WORCESTER PUBLIC SCHOOLS
ANNUAL STUDENT ENROLLMENT HISTORY (as of October 1)

Year	Enrollment by School and Grade	Change from Previous Year		Enrollment History																			
		Number	%	16-17	17-18	18-19	19-20																
20-21	Belmont Street Community	42	64	84	90	81	61	81	73								576						
21-22	Belmont Street Community	44	71	79	65	92	69	58	67								545	-31	-5.4%	558	581	609	621
20-21	Burncoat Street	0	31	27	31	43	48	44	36								260						
21-22	Burncoat Street	0	35	38	25	32	46	43	35								254	-6	-2.3%	259	293	309	282
20-21	Canterbury	17	33	32	38	33	44	53	50								300						
21-22	Canterbury	34	37	38	30	31	35	42	48								295	-5	-1.7%	376	376	365	359
20-21	Chandler Elementary	0	41	64	67	52	74	73	82								453						
21-22	Chandler Elementary	0	61	47	56	65	52	74	68								423	-30	-6.6%	514	500	507	493
20-21	Chandler Magnet	28	54	64	66	64	55	67	77								475						
21-22	Chandler Magnet	35	52	40	62	57	56	50	66								418	-57	-12.0%	464	434	471	513
20-21	City View	13	37	61	57	78	71	76	69								462						
21-22	City View	21	56	41	64	59	78	66	66								451	-11	-2.4%	497	474	473	477
20-21	Clark St Community	24	29	28	28	36	34	33	27								239						
21-22	Clark St Community	32	35	28	23	34	39	34	32								257	18	7.5%	203	260	274	265
20-21	Columbus Park	13	44	57	53	63	54	40	59								383						
21-22	Columbus Park	20	52	41	65	51	58	52	38								377	-6	-1.6%	476	507	465	427
20-21	Elm Park Community	0	38	58	64	62	58	63	58								401						
21-22	Elm Park Community	0	59	47	49	63	52	70	58								398	-3	-0.7%	499	477	456	426
20-21	Flagg Street	0	43	53	52	41	45	63	48								345						
21-22	Flagg Street	0	66	44	53	41	35	42	58								339	-6	-1.7%	404	409	388	385
20-21	Francis J McGrath Elementary	0	33	27	34	34	29	33	34								224						
21-22	Francis J McGrath Elementary	0	28	26	23	30	32	33	32								204	-20	-8.9%	299	237	245	237
20-21	Gates Lane	42	58	82	75	72	69	64	54								516						
21-22	Gates Lane	54	80	59	72	64	72	58	56								515	-1	-0.2%	596	569	553	561
20-21	Goddard School	20	47	46	42	48	52	56	45								356						
21-22	Goddard School	24	61	44	50	45	55	46	53								378	22	6.2%	517	465	407	374
20-21	Grafton Street	0	50	65	50	44	50	53	65								377						
21-22	Grafton Street	0	66	59	63	51	51	59	61								410	33	8.8%	409	387	402	369
20-21	Heard Street	0	28	29	37	45	35	39	35								248						
21-22	Heard Street	0	32	35	28	35	46	29	33								238	-10	-4.0%	269	296	285	263
20-21	Jacob Hiatt Magnet	34	39	63	56	53	50	44	44								383						
21-22	Jacob Hiatt Magnet	40	42	42	53	54	49	44	34								358	-25	-6.5%	442	403	410	412
20-21	La Familia Dual Language																						
21-22	La Familia Dual Language	14	43	28	15	20	13	13	9								155	155					
20-21	Lake View	0	40	52	45	48	47	48	39								319						
21-22	Lake View	0	57	40	51	35	42	43	39								307	-12	-3.8%	299	285	329	326

WORCESTER PUBLIC SCHOOLS
ANNUAL STUDENT ENROLLMENT HISTORY (as of October 1)

Year	School	Enrollment by School and Grade															Change from Previous Year		Enrollment History				
		PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total	Number	%	16-17	17-18	18-19	19-20
20-21	Lincoln Street	4	43	40	45	32	23	38	24								249						
21-22	Lincoln Street	0	42	30	37	40	29	23	34								235	-14	-5.6%	285	270	255	229
20-21	May Street	0	30	49	34	38	48	38	46								283						
21-22	May Street	0	42	37	43	37	46	51	44								300	17	6.0%	337	339	332	313
20-21	Midland Street	0	26	33	31	31	22	25	42								210						
21-22	Midland Street	0	41	24	25	31	30	21	24								196	-14	-6.7%	242	230	230	222
20-21	Nelson Place	33	63	75	86	81	66	48	80								532						
21-22	Nelson Place	43	81	84	72	86	80	68	54								568	36	6.8%	454	522	549	571
20-21	Norrback Avenue	36	50	75	85	73	64	65	70								518						
21-22	Norrback Avenue	46	67	54	73	88	72	53	62								515	-3	-0.6%	566	564	579	563
20-21	Quinsigamond	19	93	111	92	103	96	87	95								696						
21-22	Quinsigamond	22	96	91	103	83	98	87	75								655	-41	-5.9%	805	745	745	744
20-21	Rice Square	0	68	92	65	69	60	61	50								465						
21-22	Rice Square	0	79	94	91	59	71	66	56								516	51	11.0%	412	427	476	477
20-21	Roosevelt	53	81	88	92	72	85	70	85								626						
21-22	Roosevelt	64	54	59	69	69	42	63	60								480	-146	-23.3%	654	673	688	697
20-21	Tatnuck	18	61	63	63	44	54	50	44								397						
21-22	Tatnuck	24	54	58	55	58	42	57	45								393	-4	-1.0%	385	392	410	425
20-21	Thorndyke Road	0	46	44	48	53	58	56	41								346						
21-22	Thorndyke Road	0	58	45	46	49	55	52	52								357	11	3.2%	376	381	372	354
20-21	Union Hill School	0	50	52	55	58	64	50	60								389						
21-22	Union Hill School	0	49	66	47	51	60	55	55								383	-6	-1.5%	521	454	415	385
20-21	Vernon Hill School	23	55	70	82	61	63	51	62								467						
21-22	Vernon Hill School	35	70	45	65	66	57	80	51								469	2	0.4%	561	536	517	532
20-21	Wawecus Road School	0	8	23	13	15	20	24	24								127						
21-22	Wawecus Road School	0	14	13	21	14	17	19	20								118	-9	-7.1%	147	152	144	154
20-21	West Tatnuck	39	38	50	43	58	36	34	39								337						
21-22	West Tatnuck	45	40	40	48	43	57	37	30								340	3	0.9%	341	370	371	352
20-21	Woodland Academy	0	57	70	74	67	82	68	86								504						
21-22	Woodland Academy	0	63	52	65	71	74	83	72								480	-24	-4.8%	627	606	600	601
20-21	Worcester Arts Magnet	17	51	49	58	48	48	56	41								368						
21-22	Worcester Arts Magnet	21	53	50	48	55	46	41	46								360	-8	-2.2%	405	404	406	410

WORCESTER PUBLIC SCHOOLS
ANNUAL STUDENT ENROLLMENT HISTORY (as of October 1)

Year	Enrollment by School and Grade																	Change from Previous Year		Enrollment History				
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total	Number	%	16-17	17-18	18-19	19-20		
20-21	Burncoat Senior High											320	320	261	241	11	1,153							
21-22	Burncoat Senior High											301	319	301	245	10	1176	23	2.0%	1,023	1,034	1,081	1,111	
20-21	Doherty Memorial High											335	348	357	388	11	1,439							
21-22	Doherty Memorial High											331	324	313	352	11	1331	-108	-7.5%	1,555	1,559	1,529	1,499	
20-21	North High											351	326	316	285	21	1,299							
21-22	North High											364	321	293	309	21	1308	9	0.7%	1,307	1,292	1,279	1,253	
20-21	South High Community											436	349	331	294	15	1,425							
21-22	South High Community											418	422	319	350	15	1524	99	6.9%	1,421	1,407	1,397	1,379	
20-21	Worcester Technical High											369	381	374	357		1,481							
21-22	Worcester Technical High											399	349	365	363		1476	-5	-0.3%	1,389	1,389	1,426	1,466	
20-21	Claremont Academy										98	105	85	86	91	80	1	546						
21-22	Claremont Academy										93	90	90	81	80	89	4	527	-19	-3.5%	532	552	546	581
20-21	University Pk Campus										40	41	39	39	36	38		233						
21-22	University Pk Campus										39	40	40	40	39	35		233	0	0.0%	254	239	240	245
Year	Enrollment by School and Grade																	Change from Previous Year		Enrollment History				
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total	Number	%	16-17	17-18	18-19	19-20		
20-21	Burncoat Middle School										337	351					688							
21-22	Burncoat Middle School										356	330					686	-2	-0.3%	563	623	685	720	
20-21	Forest Grove Middle										458	447					905							
21-22	Forest Grove Middle										476	456					932	27	3.0%	997	978	976	938	
20-21	Sullivan Middle										50	444	437				931							
21-22	Sullivan Middle										50	395	425				870	-61	-6.6%	863	821	766	728	
20-21	Worcester East Middle										384	352					736							
21-22	Worcester East Middle										389	392					781	45	6.1%	816	865	902	912	
Year	Enrollment by School and Grade																	Change from Previous Year		Enrollment History				
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total	Number	%	16-17	17-18	18-19	19-20		
20-21	Head Start	319														319								
21-22	Head Start	204														204	-115	-36.1%	560	529	551	393		
Year	Enrollment by School and Grade																	Change from Previous Year		Enrollment History				
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total	Number	%	16-17	17-18	18-19	19-20		
20-21	District 2020-2021	794	1,529	1,876	1,851	1,800	1,765	1,751	1,834	1,761	1,733	1,935	1,849	1,766	1,683	59	23,986							
21-22	District 2021-2022	822	1,836	1,618	1,755	1,759	1,756	1,712	1,683	1,748	1,733	1,943	1,856	1,710	1,743	61	23,735	-251	-1.0%	25,306	25,306	25,415	25,044	
	Change from Previous Year	28	307	-258	-96	-41	-9	-39	-151	-13	0	8	7	-56	60	2	-251							

X. GENERAL BUSINESS
Administration/Administration
(November 23, 2021)

CURRENT ITEM - gb #1-314.1
S.C. MEETING - 12-2-21

1ST ITEM gb #1-314 S.C.MTG. 11-18-21
2ND ITEM gb #1-314.1 S.C.MTG. 12-2-21

ITEM:

Response of the Administration to the request to provide, at the next School Committee Meeting, a cost breakdown for each of the new Transportation Job Descriptions.

ORIGINAL ITEM: Administration (November 10, 2021)

To consider approval of the following Job Descriptions:

- Transportation Personnel Supervisor
- Transportation Safety and Training Liaison
- Transportation Safety Supervisor
- Transportation Systems Coordinator

PRIOR ACTION:

11-18-21 - Mr. Monfredo made the following motion:
Request that the Administration provide, at the next School Committee Meeting, a cost breakdown for each of the new Transportation Job Descriptions.
On a voice vote, the motion was approved.
On a roll call of 7-0, the item was approved.
It was moved to suspend the Rules of the School Committee to reconsider the item.
On a roll call of 7-0, the motion to reconsider was approved.
Mayor Petty made the following motion:
Request that the School Committee reconsider the item.
On a roll call of 0-7, the motion to reconsider the item was defeated.

BACKUP: WORCESTER PUBLIC SCHOOLS DISTRICT-OPERATED STUDENT TRANSPORTATION

Salary of positions added to the Transportation Department.
Actual salaries to be determined upon appointment.

Position	Salary
Transportation Personnel Supervisor	\$ 80,000 to \$ 85,000 Per Year
Transportation Safety Supervisor	\$ 80,000 to \$ 85,000 Per Year
Transportation Safety and Training Liaison	\$21.09 – \$28.59 Hourly
Transportation Systems Coordinator	\$18.89 – \$35.98 Hourly

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

X. GENERAL BUSINESS
Mr. Monfredo
(November 7, 2021)

ITEM - gb #1-318
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration provide an update on the teaching of cursive writing in the primary grades and whether there are plans to reinforce cursive writing in the intermediate grades.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for implementation.

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS
Miss Biancheria
(November 16, 2021)

ITEM - gb #1-319
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration forward a letter to UMass Memorial Health to recognize the continued support of the Building Brighter Futures Program.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Forward letter.

X. GENERAL BUSINESS
Mr. Monfredo
(November 17, 2021)

ITEM - gb #1-320
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration encourage all elementary schools, parents and students to participate in the reading incentive program, "Worcester Ticket to Read Program" sponsored by the Worcester Bravehearts and the Worcester Railers.

PRIOR ACTION:

BACKUP:

Additional information on the program can be found on tickettoread.net.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS
Mr. Monfredo
(November 19, 2021)

ITEM - gb #1-321
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration support "Coats for Kids" which has been an ongoing effort between the Worcester Public Schools and the Worcester Educational Development Foundation for over 25 years.

PRIOR ACTION:

BACKUP:

Inform elected officials and the community to consider a donation to be sent to the WEDF at 210 Park Ave, Worcester, MA.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS
Ms. McCullough
(November 19, 2021)

ITEM - gb #1-322
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration review the policies for athletic eligibility.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS
Ms. McCullough
(November 19, 2021)

ITEM - gb #1-323
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration provide an update on the use of Fountas and Pinnell Literacy program in light of recent data.

PRIOR ACTION:

BACKUP: <https://www.edreports.org/reports/overview/fountas-pinnell-classroom-2020>

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

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

X. GENERAL BUSINESS
Ms. McCullough
(November 19, 2021)

ITEM - gb #1-324
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration review sport coach salaries and discuss in comparison to other area districts during budget.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Standing Committee on Finance and Operations.

X. GENERAL BUSINESS
Ms. McCullough
(November 19, 2021)

ITEM - gb #1-325
S.C. MEETING - 12-2-21

ITEM:

Request that the Administration evaluate the athletics budget pertaining to equipment, uniforms and other needs and discuss during budget.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Standing Committee on Finance and Operations.

X. GENERAL BUSINESS
Administration
(November 23, 2021)

ITEM - gb #1-326
S.C. MEETING - 12-2-21

ITEM:

To consider approval of the following donations:

- \$1500.00 from Boston University Wheelock College of Education & Human Development to Head Start to support the work in establishing a documentation studio.
- \$30.00 from the Blackbaud Giving Fund on behalf of Abbvie to WPS

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

X. GENERAL BUSINESS
Administration
(November 23, 2021)

ITEM - gb #1-327
S.C. MEETING - 12-2-21

ITEM:

To approve a prior fiscal year payment in the amount of \$3,534.51 to Scholastic.

PRIOR ACTION:

BACKUP:

The Purchase Order and invoice are in different fiscal years.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

X. GENERAL BUSINESS
Administration
(November 23, 2021)

ITEM - gb #1-328
S.C. MEETING - 12-2-21

ITEM:

To inform the public regarding the list of the members of Mayor Petty's Search Committee for the next Superintendent of Schools.

PRIOR ACTION:

BACKUP:

Annex A (1 page) contains a copy of Mayor Petty's Search Committee.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

File.

11.22.21 - FINAL SUPERINTENDENT SEARCH COMMITTEE

Kola Akindele

Jennifer Davis Carey

Alex Corrales

Patty Eppinger

Lisa Houlihan

Jermoh Kamara – after being sworn in.

Laura Maloney

Roger Nugent

Joseph O'Brien

Hilda Ramirez

Laurie Ross, Ph.D.

Kimberly Salmon

Ahn Vu Sawyer

Fred Taylor

Alex Zequeira

Stacia Zoghbi

X. GENERAL BUSINESS
Administration
(November 23, 2021)

ITEM - gb #1-329
S.C. MEETING - 12-2-21

ITEM:

To set a date to recognize School Committee members Dianna Biancheria, John Foley and John Monfredo for their years of dedicated service to the Worcester Public Schools.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Set the date of Thursday, December 16, 2021.

XI. EXECUTIVE SESSION
Administration
(November 23, 2021)

ITEM - gb #1-330
S.C. MEETING - 12-2-21

ITEM:

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #20/21-24.

To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #21/22-01.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Discuss.