

Quincy, MASSACHUSETTS – October 9, 2013

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Regular Meeting of the Quincy School Committee

A regular meeting of the Quincy School Committee was held on Wednesday, October 9, 2013 in the 2nd Floor Conference Room of the NAGE Building. Present were Mayor Thomas Koch, Mr. Paul Bregoli, Mrs. Kathryn Hubley, Mrs. Emily Lebo, Mrs. Anne Mahoney, Mr. David McCarthy, and Ms. Barbara Isola, Vice Chair.

Regular Meeting

Vice-Chair Presiding

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The Superintendent called the roll and all were present. Also present were: Dr. Richard DeCristofaro, Secretary; Ms. Laura Owens, Clerk; Mr. Christopher Cassani, Mr. Gary Cunniff, Mr. Michael Draicchio, Mrs. Mary Fredrickson, Mr. Walter MacDonald, Mr. James Mullaney, Deputy Superintendent Kevin Mulvey, Mr. Kevin Murphy, Mrs. Maura Papile, Ms. Madeline Roy, Mr. Keith Segalla, Mr. Robert Shaw, Ms. Judy Todd; and Ms. Allison Cox, President, Quincy Education Association.

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There was a moment of silence in remembrance of Mr. Charles Djerf, a longtime Quincy Public Schools teacher and announcer at high school football games for many years.

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Mrs. Lebo made a motion, seconded by Mrs. Hubley, to approve the Regular Meeting minutes for September 25, 2013. On a voice vote, the ayes have it.

Regular Meeting
Minutes Approved
9/25/2013

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As no one wished to speak at Open Forum, the School Committee moved on to the next item on the agenda.

Open Forum

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Dr. DeCristofaro opened the Superintendent's Report by introducing an Inspire Quincy video featuring the elementary school libraries at Bernazzani and Montclair; Extended Education programs, including full-year music programs (Orchestra, Honors Band, All-City Band, Concert Band); and the Atherton Hough Walk to School program (Safe Routes to School).

Superintendent's Report

North Quincy High School Principal Robert Shaw spoke about the upcoming NEASC accreditation visit; the self-study is completed and a draft shared with the School Committee. During the self-study, the staff evaluated curriculum, assessment, school culture, and the building facility. The NEASC evaluation visit will be held October 20 through October 23; the group will be conducting interviews, shadowing students, and evaluating school operations. They will also review the self-study and create a report with recommendations that will be released in the spring. School Committee is invited to attend Sunday afternoon at 1:00 pm for the opening presentation; School Committee interviews will be at 2:00 pm. Parents have also been invited to participate in interviews.

The most recent Aspen Implementation Publication was shared with School Committee; high school and middle school interim grading report preparation is underway by staff.

Dr. DeCristofaro reviewed the October 1 enrollment: Quincy Public Schools has 9,470 students enrolled (an increase of 40 students from last year). There is an enrollment shift from the high school to elementary school level, with 800+ Kindergarten students, and almost all elementary grades at the 700+ level. Across the elementary grade levels, the average class size is 20 students, with the majority of students in classes of 22 or less. At the middle school grades, 92% of students are in classes with 25 or less students. At high school, over 80% of students are in classes with 25% or less students. All classes are within the guidelines set by the School Committee, with the exception of three sections of electives at Quincy High School.

Mrs. Lebo asked for clarification on the Skills Support teachers at Wollaston and Snug Harbor. These are half-time teachers scheduled to decrease class size during core curriculum ELA and Mathematics instruction. Mrs. Mahoney asked for detail on the Middle School classes with 26 to 28 students and the High School sections with 26 to 30 students. Ms. Isola asked about science, technology, and language classes with lab equipment and Dr. DeCristofaro said these were closely monitored for appropriate size. Mr. Bregoli asked whether there had been discussion about moving Grade 5 Merrymount students to Broad Meadows, and possibly considering redistricting. Dr. DeCristofaro said that as enrollment continues to grow and elementary site limits are reached, options such as these may need to be considered with the School Committee. Redistricting has not been discussed since the late 1980s.

Dr. DeCristofaro reminded the School Committee that the High School College Fair will be held at the North Quincy High School gymnasium on Thursday, October 10. Over 100 colleges and university will be present. The Teacher Mini-Grant Reception will be held on October 29 at North Quincy High School.

Representatives from the Massachusetts School Building Authority will be at Sterling Middle School for a Senior Study, on October 15. This next step in the Statement of Interest process will be discussed at the MSBA Board of Directors meeting on November 20.

Ms. Owens gave an update on the Follett Destiny Library Manager Software training. The first of two days of training has been completed, with the middle and high school library teachers being trained on roles and permissions. The second day of training will be held on Thursday, October 10 and focus on circulation, cataloging, and reporting. On Tuesday, October 8, Ms. Owens and Mr. Keith Segalla met with the Elementary Support Teachers for further discussion on Study Island, Reading Eggs, and Winnebago Spectrum Library software. Book borrowing is underway at Wollaston, Squantum, Montclair, Bernazzani, and Merrymount. The other schools will follow in the next couple of weeks when patron data has been updated and final IT issues resolved. The next meeting with the Elementary Support Teachers is Tuesday, November 12; Study Island training is scheduled for October 15 and Reading Eggs training is October 29.

The Dedication and Ribbon-Cutting Ceremony for the new Central Middle School will be held on Sunday, October 20 at 4 pm. On Monday, October 21, students and staff will participate in a ceremony closing the old building and walking down Hancock Street to the new building. Mr. Draicchio, Mr. Keith Segalla, and Principal Fay-Beers directed training on October 8 with Central Middle School staff on safety, security, and technology. Teacher teams have spent a half-day each at the new building for orientation and have the opportunity to spend time in the new building the next few Saturdays. Dr. DeCristofaro thanked Principal Fay-Beers for her leadership.

Dr. DeCristofaro reviewed the examples of Home School Connections shared with the School Committee: the Montclair and Wollaston Elementary School Monthly Newsletters. He also noted that at the next School Committee meeting, the new Athletic Directors and Health Interventionists will be presenting.

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Ms. Isola requested that the agenda be taken out of order and moved to New Business, Item C, Quincy Public School's partnership with Bay State Community Services and Impact Quincy.

New Business
Impact Quincy
Partnership

Mrs. Papile spoke of Quincy Public School's work with Bay State Community Services on interventions to prevent underage drinking and prescription drug abuse. The new high school health interventionists will be working with freshmen at both high schools and focusing on these topics. Arlene Goldstein then spoke on Impact Quincy, a coalition of community resources, including Quincy Public Schools. Impact Quincy has many active members, including the City of Quincy, Quincy Asian

Resources, the Quincy Police Department, parents, peer advocates, the Quincy Sun, family support groups, the South Shore YMCA, Quincy District Court, and many local businesses. Within Quincy Public Schools, specific activities assist in fostering peer leadership and advocacy, social marketing, health fairs, and, middle school parent education.

Mrs. Lebo thanked Mrs. Goldstein for her work through the years. Mr. McCarthy is glad to hear about the collaboration with the new Health Interventionists. Mrs. Goldstein thanked Mrs. Kisielius, and high school nurses Ms. McGrath and Ms. Houlihan. Mr. McCarthy said that we now have a strong program with DARE in elementary school, Health in middle school, and the interventionists in high school.

Mrs. Mahoney would like the middle school and high school Health curriculum to be reviewed and updated along the same lines as the recent work of the Middle School Librarians. Mrs. Mahoney would like to see Quincy Public Schools' Health curriculum be more targeted towards these types of interventions. Ms. Isola noted that the community should know about the resources of Bay State and is glad that this presentation gives them the opportunity to share this important information.

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Mr. Cassani, Director of the Parks and Forestry Department, presented an update on school grounds, highlighting the work the department accomplished over the summer. New equipment purchased for the summer season allowed for the re-allocation of personnel and focus on schools; weekly mowing was completed at all schools throughout the summer. The summer season was also focused on shrub maintenance and weed-whacking. Some school sites required more than a day's work by a full crew. Several schools have challenging landscapes: Quincy High School, Clifford Marshall, Bernazzani, Point Webster, Lincoln Hancock, and Snug Harbor, but special attention was paid to these sites.

Parks Department
Update on School
Grounds

In collaboration with the Athletics department, Cavanagh Field has been refurbished. All fields have been aerated and seeded. Faxon Field track has new grass. Looking ahead, leaf raking and preparing for spring will be underway this month and next.

Mr. McCarthy complimented Mr. Cassani on the work performed over the summer, the schools all look very good, meticulous work. Mrs. Mahoney asked for clarification on the work completed at Cavanagh Field; Mr. Cassani said that the existing turf was removed, and an irrigation system and sod were installed. Activity was restricted until football practice began in late August. Mrs. Mahoney asked about the track at Cavanagh Field; additional material will be added to shore up the surface in the fall. Mrs. Mahoney complimented Mr. Cassani on all the accomplishments of the Park Department and the pride the staff clearly have in their work.

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Mr. Cunniff, Director of Public Works gave an overview of the numerous projects underway in collaboration with Quincy Public Schools.

Public Buildings
Update

At Quincy High School, significant progress has been made with the list of existing issues. 127 of 165 items are now closed out, most were Maintenance issues resolved over the summer. 24 are in process and 14 are lower priority or wishlist items. Some additional items have been discovered, including blocked ductwork and non-functioning valves. The original contractors were called back to investigate further and resolve these issues. The new Public Buildings Department staff member, David Scott, has over 20 years of HVAC experience and has been a key in improving functionality at Quincy High School and a number of other schools. Re-commissioning of the Quincy High School building has been delayed until some of the corrective measures are addressed. Quincy High School recently received a Green Ribbon Award, one of 50 schools nationwide that recognized the school's environmental design and green aspects.

At the former Quincy High School site, the demolition has been completed and the site will be cleared by the end of October, including securing the site and stabilizing the soil. Concurrently, the unfinished facade of Quincy High School will be finished through collaboration with the original architect; materials have been selected, and the City Council has approved the project. Work should begin in early November. The landscape design for the site has been developed in collaboration with Quincy Public Schools and Quincy High School Principal Taglieri; this will be an expansion of the Quincy High School campus. A memorial to the original Quincy High School incorporating the building's cornerstone will be established. There will be fencing to delineate the campus without segregating it from the surroundings.

For the new Central Middle School, Opening Day will be for a safe and functional school, with all inspections completed. The commissioning agent is onboard, final landscaping and hardscaping are completed, furniture is moved in, the upper floors are waxed, and many teachers have unpacked their belongings.

Sterling Middle School is the next challenge, and the MSBA visit on October 15 will give the opportunity for the City to present the Statement of Interest details in person. Representatives from Municipal Finance and Public Buildings will be there, along with Acting Sterling Principal Franceschini and Dr. DeCristofaro. This is the due diligence phase of the project and a solid presentation will bring the process one step closer.

Mr. MacDonald reviewed the Coddington Hall project: abatement is complete, the roofing portion of the project is underway, and 80% of building has been repointed and washed multiple times. Chimneys have been rebuilt, windows removed, and protection installed. Plywood underlayment is complete and

gypsum door frames are being installed. Plumbing and mechanical installation is underway, including trenching in the basement. The School Committee room is being finalized with Quincy Access Television and Dr. DeCristofaro. Building security is also being finalized. The project is on schedule with an anticipated June 2014 completion.

Mr. MacDonald then spoke about the Accelerated Repair Program Window and Door Replacement projects for North Quincy High School and Merrymount and Wollaston Elementary Schools. The MSBA has assigned an Architect and Owner's Project Manager (Skanska USA). Walkthroughs have been completed at each school and the schematic designs are due to the MSBA on December 4. On January 29, the MSBA Board of Directors will review/approve designs, so that final drawings can be completed and the project will go out to bid.

Mr. Murphy reported on the many projects completed over the summer, thanking the Maintenance and Custodial staff for their efforts. He also thanked the Mayor for the additional staff members that allowed for this volume of work to be completed. Four Career and Technical Education students worked with the Maintenance Department to gain experience in their respective trades. Major construction projects were completed at Lincoln Hancock, Wollaston, Clifford Marshall, and Montclair. Numerous work orders were completed at all schools, including over forty building to building moves. All boilers, fire extinguishers, generators, and elevators have been inspected and brought up to code. All gymnasium floors have been refinished with the exception of Lincoln Hancock, which will be completed next summer. The parking lot relining program continued in collaboration with the Department of Public Works, with six more schools completed this year.

Mr. Draicchio reviewed the many new security initiatives that have been implemented, including staff identification cards/lanyards and school access cards. Additional access points are being added at several buildings, the entire project will be completed by the end of October.

Mrs. Hubley asked Mr. Murphy about the skylights at Beechwood Knoll. The remaining two will be replaced in the next couple of weeks. Mrs. Mahoney asked for an updated spreadsheet on the Quincy High School project and Mr. Cunniff said that an updated list will be shared through the Superintendent's office. Mrs. Mahoney asked about the blocked duct work and how this surfaced. Mr. Cunniff said that in the process of moving the compressor on the roof, it was discovered that two ducts had never been unwrapped. On further investigation, up to 15 have been discovered. The contractor has been inspecting all ductwork in an effort to ensure that all are functioning.

Mrs. Mahoney asked if Mr. Scott is involved in the new Central Middle School commissioning. Mr. Cunniff said that Mr. Scott has been inspecting the HVAC system while the layout is being finalized; training is underway and both Mr. Scott

and Mr. Cunniff are participating, along with the custodial staff. Some training will be done now, more will follow when the heating season begins. Mrs. Mahoney asked about the status of the Central Middle School building; specifically, the auditorium completion, Mr. Cunniff estimated this should be completed two to three weeks after the school opens. Once the school is open, all contractors onsite will be CORI checked. Punchlist items in the classroom areas will be completed outside of school hours.

Mrs. Lebo asked about the damage that happened during the old Quincy High School demolition. Mr. Cunniff said that Gilbane will be working on these repairs as part of the facade process. The demolition contractor's insurance will cover the cost of the repairs. Mrs. Lebo asked to see the landscaping plan for the Quincy High School campus and Mr. Cunniff will share those through the Superintendent. Mr. McCarthy thanked Mr. Cunniff for following through on the Quincy High School project list completion. The gym floor repair was well done and the compressor movement has resolved the vibration issue. Mr. McCarthy asked about the heat issues; Mr. Cunniff expects the re-commissioning process to resolve these issues. Mr. McCarthy complimented the demolition of Quincy High School. For Quincy High School rotunda lighting, Mr. Cunniff said that an alternative light fixture will be installed and a lift will be rented October 26 to install LED lights with 100,000 hour lifespan. Mr. McCarthy asked about the outside lighting at Central; most are LED with long-lasting bulbs. Mr. McCarthy complimented the Coddington Hall project and the impressive campus flowing into Quincy High School. Mr. MacDonald complimented the Nauset team who will also be working on the Old City Hall project.

Mrs. Mahoney also asked to see the Quincy High School landscaping plan and asked for specifics on the fencing. Mr. Cunniff said it will be similar to the fencing around the Faxon Field track. Mrs. Mahoney asked about the fencing along the Central Middle School and the President's City Inn perimeter. Mr. Cunniff said that most sections are completed, and the black vinyl chain link fence will have slats inserted. Mr. McCarthy continues to be concerned about proximity of the motel site.

For the window replacement projects, Mr. McCarthy asked for clarification on what will be submitted to the MSBA. The next step is for schematic designs for the new windows and doors to be prepared by the architect. The details include colors and profiles, and the architect will then work on the project drawings. The goal is for installation to be completed in the summer of 2014. The projects will run concurrently, potentially with three different contractors. Mrs. Mahoney asked about benchmarking the current energy consumption/loss for a comparative once the project is completed.

Ms. Isola asked Mr. Cunniff whether there were air quality issues due to the closed ductwork at Quincy High School. Mr. Cunniff said air quality was not an issue. Mrs. Mahoney asked for a cost breakout for the \$1.5 million that was part of

the City Council appropriation for the Quincy High School landscaping project.

Mayor Koch thanked Mr. Cunniff and the Public Buildings team and expressed his pride in the department and all that they are managing across the city, especially the many school projects. The city has made tremendous progress with the combination of Maintenance and Public Buildings, and the additional staffing provided in this year's budget. The continuing collaboration of Quincy Public Schools and Public Buildings highlights the benefit of the combined departments. Mayor Koch is grateful for School Committee and City Council support and intends to continue requesting replacement windows at additional buildings through the MSBA Accelerated Repair Program.

Dr. DeCristofaro thanked all the members of the Public Buildings staff for their reliability and responsiveness. Quincy Public Schools is included in the process on these many projects and we are appreciative of the results.

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Mayor Koch made a motion to return to the regular order of business.

Old Business

Mrs. Lebo made a motion to approve the minutes of the Ad Hoc Subcommittee Meeting of October 7, 2013. The motion was seconded by Mrs. Hubley and on a voice vote, the ayes have it.

Superintendent's
Goals 2013-2014

Ms. Isola reviewed that the Department of Elementary and Secondary Education requires the Superintendent to create goals for his upcoming evaluation. The School Committee evaluates the Superintendent and this has become a much more formalized process and will be published for the public. At the Ad Hoc Subcommittee meeting, three goals were selected. Dr. DeCristofaro noted that this evaluation process mirrors that of the Teachers, Caseload Educators, and Principals. These goals will improve the school system; the goals will be published. The goals are focused on Professional Practice (Principal Evaluation) and Student Learning (Improvement of Performance, Effectiveness, and Learning); the additional goals selected are focused on the District Improvement Plan, Family Engagement (collaborating with Citywide and QPAC), and Common Core State Standard Implementation.

Superintendent DeCristofaro will present a mid-year review of progress towards these goals. Mrs. Lebo is very pleased with the two Superintendent Goals and how they are perfectly aligned. Mrs. Lebo reminded the School Committee that the Superintendent will be evaluated on all four standards, even though there are not goals aligned with all standards. The evaluation will be completed in Fall 2014.

Mrs. Lebo made a motion to accept the goals as described. Mr. McCarthy seconded the motion and on a roll call vote, the ayes have it 7-0.

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Mr. McCarthy made a motion to approve the Out of State Travel of Atlantic Middle School, Grade 8 to New York City, New York June 4 through June 6, 2014. Mrs. Hubley seconded the motion and on a voice vote, the ayes have it.

Out of State
Travel

On the motion, Mrs. Lebo would like to see additional information provided on cost per student.

Mr. McCarthy made a motion to approve the Out of State Travel of Quincy High School Grade 11 and 12 students to the University of New Hampshire, Durham, New Hampshire on November 13, 2013. Mrs. Hubley seconded the motion and on a voice vote, the ayes have it.

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Mr. McCarthy thanked the Mayor for the security upgrades funding. He asked that staff be reminded not to prop doors open and to use proper procedures about accessing the building.

Additional Business

Mrs. Mahoney asked about adding a crosswalk to Upton Street where students cross to wait for the bus to Atlantic Middle School.

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Mrs. Hubley announced the Wollaston Elementary School Harvest Festival will be held on Saturday, October 12 from 11:00 am to 3:00 pm.

Communications

Mrs. Hubley also announced that the Citywide Parents Council are hosting a Meeting and Candidates Forum on Tuesday, October 15 at 7:00 pm at the Broad Meadows Middle School.

Mrs. Mahoney announced the QPAC will be hosting their monthly meeting on October 10 at 7:00 pm. On October 16, the first Special Education Subcommittee meeting of the year will be at 6:00 pm in the Quincy High School Staff Dining Room.

Mrs. Mahoney mentioned the email received by School Committee members about Quincy High School Athletic Trainer Steve Garofalo and thanked him for his work.

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Mayor Koch made a motion to adjourn at 9:35 p.m. The motion was seconded by Mr. McCarthy and on a voice vote, the ayes have it.

Adjournment