



## School Council

Thursday, May 9, 2019

### Meeting Minutes

- **Call to Order** - 7:55 am
- **Approval of Minutes from March 7, 2019**
  - Mr. Chouinard motioned to approve and Ms. LaPorte Pais 2nd the motion. Minutes were approved.
- **Spring Activities**
  - NHS & NTHS induction ceremony occurred April 24, 2019 and 47 students were inducted
  - April 8-12 was “Kindness week” which was spearheaded by Officer Chase, School Resource Officer.
  - April 26 was the SkillsUSA competition. There were 31 students that attended. Wes Crowley & Henry Jacques won gold medals, Gabriella Rudzis won silver in cosmo, Cameron Lampert won bronze in electrical wiring, and three dvc students won for promotional billboard
- Ms. LaPorte Pais asked if there is an organized format for communication for students that are out on co-op? Is there maybe a way to set that up for those students that may be either out on co-op or out sick etc. From what she hears there is a communication gap somewhere. Ms. Donnelly answered that if it is a day here or there, Aspen would be the best way to communicate. She also mentioned that she does try to include everything in the weekly email memo. Ms. Donnelly added that in the past, a daily memo has been ill received. Ms. Smith commented that she prefers a weekly memo. Explaining that although it may be repetitive, she feels that the kids retain the information better. Mr. Chouinard added that daily



communications seem to be better and quick announcements can be sent individually. Ms. Marcus mentioned that for FFA, Instagram is her form of communication, however, there are some students that do not use Instagram. Ms. Donnelly also added that some important info can be/is sent through Ms. Berube as well (ie. MCAS). Ms. LaPorte Pais asked if there are any directives from administration that talk about procedures for Co-op? Ms. Donnelly answered no. Ms. LaPorte Pais added that she thinks this is desperately needed. Ms. Donnelly mentioned that next year, the “Related” class will be scheduled during academic week. Some will be through Common Strands, which will help with communication as well. Mr. Curley asked if there is an email group for kids that are on co-op? Ms. Donnelly answered that there was no email group, at least not a formal group. Mr. Curley added that maybe making an email group for Co-Op would be a good idea, where the students could choose email subscriptions. Ms. LaPorte Pais mentioned that she would like the academic announcements to be available for those kids out on co-op etc.

- Mr. Coleman asked about yearbook and an update regarding captions. Ms. Donnelly answered that unfortunately, we are past that deadline to make any changes, but it is on the docket for discussion for next year.
- Mr. Chouinard commented regarding portfolios. He said it might be helpful to have an expected timeline available for both students and teachers. More guidance is needed in that area. Ms. Smith added that a good number of kids are struggling with the academic part. Ms. Marcus mentioned that it is not mentioned within any of her classes other than in English or in Vet Science, so she finds it difficult. Mr. Chouinard added that it sometimes slides to the wayside because MCAS takes priority. He offered that maybe putting the dedicated portfolio day back into the schedule might be helpful to remind everyone that the portfolios are required. Ms. Donnelly added that teachers can always work their curriculum into the portfolio project. Ms. Marcus mentioned that as a sophomore, teachers would say things like



“This might be something to add to your portfolio”, then as the years go by, the students (as seniors) have trouble remembering to add that when the time comes. Ms. LaPorte Pais asked if there a best practice checklist for new teachers who may not be familiar with the portfolios? Ms. Donnelly answered that coming up with a checklist might be a good idea to add to PD day as well.

- **Senior Week & Graduation**

- 6/3 Spirit of Boston
- 6/4 Grad Rehearsal and barbecue
- 6/5 Prom
- 6/6 Awards Night
- 6/7 Graduation

- Mr. Curley asked if are there are two sign out days for seniors? Ms. Donnelly answered yes, one for Academic and one for CTE. She added that typically it is on the last day of classes. She mentioned that we have each building sign out in groups (alpha order), where everything will be reviewed and one of the administrators will sign off. At that time, we give students their whole academic record. Then, students receive their actual diploma when they cross the stage, instead of receiving an empty folder. This also alleviates the need to wait around to receive their paperwork following graduation.

- **Review School Improvement Plan**

- Ms. Donnelly handed out the School Improvement Plan (Quality School Plan)
- Ms. Donnelly mentioned that there is some additional information indicating what has been done so far under each strategy/goal. She added that there are some that are still in progress etc, since we still have time within the allotted three year time frame.



- Mr. Coleman asked if there is no start date listed, what does that mean going into year 2? Ms. Donnelly answered that it means we need to work on it moving forward.
- Mr. Coleman offered a suggestion to send out improvement plan with the agenda next year, in order to give time for the group to review prior to the last meeting.
- Mr. Curley asked if there would be a Summer program for middle schoolers this year? Ms. Donnelly answered yes, it is new this year, it is a two week program during the 1st & 2nd week in July. Info should be going out publicly soon. Not every CTE program will be offered, it depends on the availability of instructors. Mr. Chouinard asked if it were only sending communities? Ms. Smith answered that they were keeping it local. Ms. Donnelly added that catching the interest of 6-7th graders important for recruitment. It may motivate students to keep their grades up and attendance etc. She added that open house mailers go out to more than just 8th graders.
- Mr. Curley asked if some districts are more receptive to recruitment visits? Ms. Donnelly answered that some districts have a student sign up and they don't send everyone to the presentations. Every district is different, and for a variety of reasons they do not have us come. Sunny asked if they recruit in Malden? Adding that students from there do not hear about it. Ms. Donnelly answered that it is possible that we go there, but it is possible that Malden does not allow.
- Mr. Chouinard asked that they add High Expectations to 1.4 and RBT Course. Ms. Smith answered that the RBT Course is listed elsewhere in the plan
- Mr. Coleman commented on 2.3 Applauding students & 2.4 continue with student awareness. Safety improvements, encourage two days of training on both blue & green days. Mr. Chouinard commented on having the School Resource Officer mentioned
- Ms. Donnelly mentioned that Adult ed has really taken off, as there is something offered almost every day of the week other than Friday & Sunday. Mr. Chouinard mentioned



that Assabet sends out a mailer to advertise their programs. They offer lots of different programs like dancing and languages etc. Maybe we could look into what else there might be out there. Mr. Coleman added that the local council on aging might have information.

- Mr. Chouinard asked that Gloucester Students/Construction Craft Laborers Program should be added to the plan
- Faculty fitness programs were also requested to be added
- Ms. LaPorte Pais asked if there are measurable techniques regarding forming good citizens, life skill concepts etc? Teaching kids to be more aware of the outside world other than your phone. Mr. Chouinard mentioned possibly emphasizing coping skills & building it into curriculum. Ms. Donnelly mentioned that Career Enhancement Class will help with employability, time management & professionalism. Ms. LaPorte Pais added that they need to be taught the correct forms of communication. Conflict doesn't always need to be so grand.
- Ms. Smith requested that mental health training should be added to the plan
- Ms. Donnelly mentioned that this plan will continue to be worked on and then finalized and sent back to this team

- **Admissions Update**

- 390 accepted, 108 declines, 30 no response, roughly 600 on waitlist
- Placement test occurred last Saturday. The 2nd date is set for the 1st Saturday in June for 2nd wave of accepts
- Transfers for grade 10 is at 100 applicants. Those interviews will be conducted toward the end of May. ENSATS will take enough to keep enrollment at 400 mark. Also added were 30 Junior applicants, which is new this year.

- **2019-2020 Draft School Calendar**



- Ms. Donnelly handed out the Draft Calendar
- Ms. Donnelly pointed out that there is a significant change - school start at 8:45 on Wednesdays to allow for teacher networking etc. Mr. Chouinard asked if blocks will be shortened? Ms. Donnelly answered yes, there will be a slight adjustment to class time. Mr. Chouinard mentioned that he does like having that hour available to collaborate because only getting to see colleagues sporadically is tough. This time may be able to help with cross curriculum between Academic & CTE.
- **Other Notes:**
  - Mr. Coleman mentioned this is his last meeting due to graduation and this has been a true pleasure, thanks to the students for being leaders and encourage them to continue post graduation.
  - Adjournment - 9:15 am