CITY OF HOLYOKE
SCHOOL COMMITTEE

SCHOOL COMMITTEE AGENDA

DATE: **MONDAY, FEBRUARY 6, 2012**
TIME: 6:15 PM
LOCATION: Fifield Community Room Dean Technical High School, 1045 Main Street

1. CALL TO ORDER ~ ROLL CALL ~ PLEDGE OF ALLEGIANCE

2. PUBLIC DISCUSSION*

3. COMMUNICATIONS & REPORTS

a. **Student Reports**

b. **Superintendent's Communications**

- Mass Association of School Superintendents Certificates of Excellence
  Gary Charlton, Dean Technical High School
  Victoria Hepworth, Holyoke High School
- Special Presentation – HHS Junior Achievement/Stock Market Team
- District Improvement Plan Report – Ava Mitchell and Nadine Bonda

4. NEW BUSINESS

a. **Minutes of Meetings**

- Organizational Meeting of January 3, 2012 (page 1)
  RECOMMENDATION: That the School Committee vote to approve the minutes.
- Special Meeting of January 9, 2012 (pages 2-10)
  RECOMMENDATION: That the School Committee vote to approve the minutes.
- Special Meeting of January 23, 2012 (pages 11-19)
  RECOMMENDATION: That the School Committee vote to approve the minutes.

b. **Reports of Committees – Verbal**

- Finance – Mrs. Boulais
- Rules & Policies – Mr. Collamore
- Curriculum & Instruction – Mr. Birks
- Operations & Maintenance – Howard Greaney

- Joint School Committee / City Council– Mr. Lopez
- Superintendent Evaluation – Mr. Sheehan

c. **HHS Band Field Trip Request to New York** (pages 20-23)
RECOMMENDATION: That the School Committee vote to approve the field trip request.

d. **Draft 2012-2013 School Calendar** (page 24)
RECOMMENDATION: That the School Committee vote to accept the draft 2012-2013 School Calendar as a first reading.

e. **Financial Transfers** (under separate cover)

f. **Entrepreneur Training for Youth** – Andrew Melendez

5. **OLD BUSINESS**

a. **H Awards Update** – Andrew Melendez

b. **District Improvement Plan Update**
Strategic Objective 1: Improve instructional quality by building leadership capacity throughout the district to continuously improve teaching and learning.

c. **Requested Reduction in HPS Appropriation Update**

d. **Substitute Nurse Wage Increase Proposal** (page 25)
RECOMMENDATION: That the Substitute Nurse Wage Increase Proposal be referred to Finance.

6. **PERSONNEL**

a. **Appointments** (pages 26-27)
RECOMMENDATION: That the School Committee vote to receive the appointments.

7. **ANNOUNCEMENTS & ADJOURNMENT**

a. Febraury 15th MASC Division V Presentation on "Educator Evaluation and Collective Bargaining at Smith Vocational School in Northampton, 6:00 p.m.

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

*The Holyoke Public Schools makes available a public discussion period for persons in the audience to address the Committee on specific agenda items. In order to hear as many speakers as possible, the Committee asks individuals to continue their remarks to two (2) minutes. Any person wishing to submit longer testimony should give copies to the Superintendent before the meeting so that it may be distributed to Committee members. The speaker can then summarize this testimony at the meeting within the two (2) minute time period. Persons wishing to speak should register with the Superintendent immediately before the meeting begins. Individuals who request specific items to be included on the Committee's agenda should mail a written request fifteen (15) days in advance of a Committee meeting date to the Superintendent of Schools, 57 Suffolk Street, Holyoke, MA 01040.

CITY OF HOLYOKE
SCHOOL COMMITTEE

ORGANIZATIONAL MEETING OF THE SCHOOL COMMITTEE
TUESDAY, JANUARY 3, 2012
TIME: 6:15 P.M.
DEAN TECHNICAL HIGH SCHOOL

Mayor Alex B. Morse called the meeting to order at 6:15 p.m.

ROLL CALL

Mayor Alex B. Morse, Michael Moriarty, Howard Greaney, Joshua A. Garcia, Dennis Birks, Cesar Lopez, Devin Sheehan, William Collamore, Peggy Boulais. Also present: Superintendent of Schools David Dupont and Holyoke High School Student Representative Keishabell Ibarra.

PLEDGE OF ALLEGIANCE

Mayor Morse turned the meeting over to Superintendent Dupont.

Mr. Dupont explained that the only order of business would be the selection of Vice Chair for the School Committee. He asked that each Committee member state his or her choice for Vice Chair as he called the roll.

Mayor Morse – Devin Sheehan
Mr. Greaney – William Collamore
Mr. Birks – Devin Sheehan
Mr. Sheehan – Devin Sheehan
Mrs. Boulais – Devin Sheehan
Mr. Moriarty – Devin Sheehan
Mr. Garcia – Devin Sheehan
Mr. Lopez – Devin Sheehan
Mr. Collamore – William Collamore

Mr. Sheehan thanked the Committee members for their support; he said he was both humbled and honored to be chosen to serve as Vice Chair, to help guide the schools and city forward to the future. He thanked Mr. Collamore for serving so many years as Vice Chair; he has been not only a mentor, but a friend and he has learned much from Mr. Collamore. He said he would look towards Mr. Collamore's guidance and friendship going forward. He thanked Mr. Collamore for all he has done for the students in Holyoke. The Committee has a lot of work to do in 2012 and it should be a great year for the City of Holyoke. He said he would be working with the Mayor over the next few days on committee assignments. He asked members to let him know what committees they are interested in serving on.

Mr. Greaney asked to revisit the vote for Vice Chair to make it unanimous.

MOTION #1: Mr. Moriarty made a motion, seconded by Mr. Lopez, to make the vote for Devin Sheehan for Vice Chair unanimous. The motion carried unanimously.

Mr. Sheehan said that the Finance Subcommittee would remain intact until committees are reorganized so that warrants can be signed.

Mr. Dupont recommended that the January meetings be held on January 9th and January 23rd, because of the holidays in the month.

MOTION #2: Mr. Moriarty made a motion, seconded by Mr. Greaney, to adjourn. The motion carried unanimously.

The Organizational Meeting of January 3, 2012 adjourned at 6:21 p.m.

CITY OF HOLYOKE
SCHOOL COMMITTEE

SPECIAL MEETING OF THE SCHOOL COMMITTEE
MONDAY, JANUARY 9, 2012
TIME: 6:15 PM
DEAN TECH HIGH SCHOOL

School Committee Vice Chair Devin Sheehan called the meeting to order at 6:15 p.m.

ROLL CALL

Present: Mayor Alex Morse (arriving at 7:15 p.m.), Devin Sheehan, Michael Moriarty, Howard Greaney, Joshua A. Garcia, Yvonne Garcia, Dennis Birks, William Collamore, Peggy Boulais; also present: Superintendent of Schools David Dupont, Holyoke High School Student Representative Keishabell Ibarra and Dean Technical High School Student Representative Kamely Carrisquillo.

PLEDGE OF ALLEGIANCE

Mr. Sheehan asked Mr. Collamore to join him in making presentations to the two members who left the School Committee in December.

Gladys Lebron-Martinez began her service with the School Committee in 2004. She has been a champion for members of her ward, has worked on the school dropout rate, served on various dropout prevention programs and committees in working with the youth of Ward 1; in her professional life she serves as an MCAS coordinator for Career Point. He presented Mrs. Lebron-Martinez with a plaque recognizing her dedication and work for the residents in her ward. He wished her best of luck in her tenure on the City Council.

Mrs. Lebron-Martinez said that she would continue to be a cheerleader and advocate for the school children and Committee while serving on the City Council.

Mayor Elaine Pluta served the community for over twenty years in Holyoke and served as Chair of the School Committee for the past two years. Over the twenty years of service, both on the City Council, and as Mayor of the City of Holyoke, the City has grown, the foundation of the high speed computing center has been put into place to help the City prosper into the future and numerous businesses have come into the City. During her time on the City Council and School Committee she always had a focus on the teen pregnancy rate and working with young women to help them meet their career goals.

Mrs. Pluta thanked the Committee for their support and said she looked forward to watching the Committee as they continued to do their best work on behalf of the students in the City of Holyoke and said it had been a pleasure to work with the members.

PUBLIC DISCUSSION

At the request of a member of the audience, Mr. Sheehan said the Committee would come back to public discussion after the individual had a chance to review the agenda.

COMMUNICATIONS & REPORTS

Student Reports

Ms. Carrisquillo reported that the Wresting Team has a record of 11-2 and is in a three way tie for first place. Kevin Willard and his students hosted a Blood Drive at Dean. The School to Career Community Service hosted Breakfast with Santa at Donahue School for over 450 people. On Friday there will be a dance at the school. A cafeteria survey has been completed, asking students what they want to have at lunch. The Air Force Jr. ROTC competed in a drill competition at Putnam High School and earned 2nd place in uniform inspection and 2nd place in armed exhibition. Dean hosted a toy drive for the Children's Study Home resulting in donations of 75 toys, 30 clothing items and over $150 in cash donations. Dean students cooked for First Night at Heritage Park, serving over 1,500 people. Dean students participated in the Three Kings Day Event at Holyoke High School, serving approximately 1,000 people.

Ms. Ibarra reported the loss of a 2011 Holyoke High School graduate, Jonathan Jono Gray, who died on January 5, 2012. Jonathan was a football player, a track star and he played the trombone in band. A candlelight vigil is being held at the Roberts Field. The wake will be held at Farrell's Funeral Home with the funeral at St. Peter's Lutheran Church on January 11th.

Mr. Sheehan asked for a Moment of Silence in remembrance of Jonathan Jono Gray.

PUBLIC DISCUSSION

Mr. Jaime Cotto asked for information as to when the Sex Ed Curriculum would come to the Committee and whether grant timelines would be met.

Mr. Sheehan explained that the district was notified by someone from the State last week about the grant becoming available for Holyoke. This matter will be discussed at subcommittee within the next week to review the curriculum and a report will come back to the full Committee. The grant timelines should be met.

Superintendent's Communications

<u>Kelly School – School Improvement Plan</u>

Kelly School Principal, Jackie Glasheen, explained that Kelly's School Improvement plan is based on the District's improvement plan. Strategic Objective 1 is around building instructional quality. Key to that is the ELD and ELL programming; currently 51% of students at Kelly are second language learners, with the bulk of students at level 1 and 2. There are ELD classrooms in grades 1 – 8 so there is a specific learning environment during the ELA block to address the needs. ELD is integrated into other subject areas as well. They are working on an ELL pre-program for level 3 students who oftentimes are fluent in basic social communication but struggle with the academic language. There is a certified ELL teacher for grades 6-8 to work on that academic language and to make sure those students have the scaffolding and support they need. Kelly's SILT is strong and meets weekly to discuss professional development and programming. Strategic objective 2 is around using data and inquiry and that has been the foundation of all the work this year at Kelly School. Data is shared at the district ILT meetings and they are looking at the root causes of some of the low performing scores at the school, and specifically reading proficiency. There are a lot of great decoders at Kelly School, but they fall short in the comprehension

portion. They are putting a great focus on professional development in this area, led by the ILT. They are looking at the seven reading comprehension strategies, using the ELA department and coach to address that K-8 in all subject areas so that students read and talk about what they are reading in every class. They review benchmark data, MCAS data, MEPA data and they are finding that is one of the major root causes for the low proficiency numbers. Strategic objective 3 addresses the 85% proficiency objective for third graders. The fall benchmark scores show reading proficiency in K, 1 & 2 much better than in grades 4-8. They are focusing on core instruction. Students are not being pulled from the literacy instruction block at any time for anything. That core instruction with the classroom teacher is the foundation for learning. They are working on tier 2 instruction for students who are at risk to receive interventions suiting their specific needs. Kelly School is working on monthly open response questions so students have an opportunity to write in response to what they read and staff has the opportunity to assess that student work to determine successes and to look at how to build instruction in the classroom. The ORQ piece is K-8 at Kelly School. Strategic objective 4 addresses literacy in grades 4-8. She finds this the most difficult area to address. It is hard to keep the instruction age and grade level appropriate when there are such low performing readers at those grade levels. The school does have Systems 44 and Read 180 programs, however, grades 7 and 8 are not being addressed by those programs at this time. Kelly is looking to expand intervention instruction to those grades. Finding an intervention to address the low performance and proficiency needs of those grades while being age and grade appropriate has been a challenge. Strategic objective 5 is an exciting one. She fully believes that a full service community school will address the needs of the students at the school. Without servicing the whole child, including health, emotional health, social well-being, physical health, and family needs, not all students are ready to come to school to learn. She hopes that as the school moves to becoming a full service community school that the academic needs of the students will be met because they will come to school ready to learn. Kelly has fantastic teachers who are doing a phenomenal job of addressing the academic needs of the students but the social, emotional and health needs of the students have to be addressed as well and she wants to help parents address those needs.

Mr. Collamore asked if Ms. Glasheen had staffing recommendations for the superintendent for upcoming budget meetings.

Ms. Glasheen said she has talked with the superintendent about staffing needs. She believes she needs more ELL staffing to address the needs of her students, particularly to support students in the classroom, and reading interventions for grades 7 and 8.

Mrs. Boulais noted open library nights and asked how that program is being received.

Ms. Glasheen said the family literacy area has just been completed and the first open literacy night will be February 1st from 6 to 8. Conklin Office Furniture donated the designer and furniture for the family literacy area and it is phenomenal. They are encouraging parents to come to the event, hang out with their children, speak with staff and use the opportunity to work on literacy in a fun way.

Mr. Moriarty noted the connection with Conklin Furniture. He said he is concerned that the schools have adequate resources in place to do what needs to be done, and particularly with regard to the third grade 85% proficiency goal. He asked the percentage of teachers on staff that are fully category trained.

Ms. Glasheen said about 35% of the teachers are 3 and 4 categories trained; about 13 have all 4 categories. They are working on that; she is working with David Valade to offer category 2 training, which is the most extensive and addresses planning for an instruction second language learners in the

classroom, for the instructional leadership team during the school day. The hope is to use people who have been category trained to train others.

Mr. Moriarty said that as district policy leaders, there has to be thought given to ways to incentivize teachers to complete category trainings. He noted that third grade MCAS went down last year. The information from the benchmarks leading work with students beyond decoding sounds like data is being used to discover the next steps needed to move student performance forward. He asked how not pulling students from core instruction works to provide interventions to students who need them in a timely manner.

Ms. Glasheen said the fall benchmark data was reviewed, item by item, for each student in the at-risk area, and they looked at interventions and what could be offered. They have started before and after school programs to work on math and other interventions such as LLI and Soar to Success. They have invited at-risk kids to attend the programs and they have explained the need to parents. Not all students can attend the programs, but she is looking at who is coming for the targeted literacy instruction before and after school. She is communicating with service providers in the school so they know the specific needs of the students. She is making sure that the students get targeted literacy instruction when she can make it happen. With all of that, there is still a pocket of need; the needs at Kelly are great.

Mr. Moriarty said it is a huge challenge in terms of providing funding for positions like skilled LLI instructors, both in terms of time and money. As budget time comes around these are the kinds of things that need to be quantified.

Mr. Lopez asked what the reaction of the staff has been to the SILT.

Ms. Glasheen said she invited staff to participate on the SILT based on their instructional strengths. The mission of the team is to improve instructional quality. That mission is recited at each meeting and it is discussed and the question is asked as to whether that is being done and how is it being monitored. The teachers have been very positive. Anyone is invited and allowed to attend the ILT meetings.

Morgan School – School Improvement Plan

Ms. Pluta said the number one objective at Morgan is building instructional quality. She has been doing walk throughs. Thirty-three percent of the staff at Morgan has had all 4 category trainings; 25% has had 3 category trainings; 18% has 2 categories and 12% has only 1 category. There are a number of new teachers to the school this year. The SILT is highly focused because of the work the district and DILT is doing. SILT meetings include analyzing data, discussing good teaching and instructional quality and creating action steps based on the data. She is monitoring what is happening through walk throughs and discussions with coaches. Strategic objective 2 is around data inquiry. The SILT is focused and meets once a week and membership is representative of the whole school. Morgan is fortunate to have 2 hours of extra professional development each week. That affords an opportunity for teachers to work in vertical teams and teachers are looking at the data and they are understanding how one grade builds off the other. Morgan is using open response questions. After analyzing MCAS questions in the fall, like most schools, Morgan realized its scores were low on ORQ. They began to talk about what they could do to build instructional quality and student achievement and they have found that if students are taught how to respond to literature in a structured and focused way, they would not only be better able to perform on the test, but they would be developing comprehension skills, phonics skills and other

reading skills. All grades, K-8 are responding to open response questions. Strategic objective 3 speaks to 85% of all grade 3 students reading at grade level by 2014. The open response questions and responding to literature will help Morgan to reach that goal. Morgan has literacy interventions and a tiered model in place. Core instruction is not interrupted during the day. Morgan is fortunate to have an extended day for instruction on Mondays, Tuesdays and Wednesdays where every student is participating in some type of intervention or small group strategically focused on a specific area of study. Professional development is ongoing for K-3 teachers by the literacy coach. Morgan has a goal to create a family literacy center at the school. A room has been identified for the family literacy center. They are in the process of trying to get appropriate furniture and supplies for the area. They want parents to come in to read to their children, have access to resources, and perhaps sign up for education or literacy classes. The focus on literacy in grades 4-8 includes Systems 44 and Read 180 for students. They did fall benchmark assessments with students and will be doing benchmarks again this winter. Assessments and interventions are continuously monitored and revised based on students' needs. Strategic objective 5 is a focus on math. Morgan has a math coach and students are using My Skills Tutor and Aleks. With the focus on ELA interventions, it can sometimes be difficult to get both ELA and math interventions for students. Strategic objective 6 addresses enhanced parental support for student learning to create a student centered culture. Morgan School has worked hard to turn the student culture around and it is a more positive place to be. The behavioral interventionists have helped to create conditions where everyone can learn and teachers have found that helpful. Morgan is a full service community school and recently had its first community partnership meeting, which was very well attended. Small committees have been formed to look at behavior, physical and emotional needs, basic needs, etc. They have been working with the South Holyoke Community Neighborhood Initiative and there have been a few Friday night movie nights and a fall festival. It feels like Morgan is the hub of the neighborhood and parents are more involved. Morgan School is abuzz with excitement.

Mr. Greaney asked if disciplinary incidents are up or down this year.

Mrs. Pluta said without looking at the data specifically, she would say the incidents are down.

Mr. Moriarty noted that, because of the level 4 status, Morgan School has some additional resources that are not provided to some of the other schools. He asked if there is thought and discussion about how to sustain some of those additional services when the special, targeted funding ends. He said he did not expect a full answer to that question, rather, that everyone begin to think about how to sustain the good things that are happening because of the additional resources.

Mrs. Pluta said that the hope is that they are building instructional quality so that additional staff will not need to be hired and the school can sustain itself. She was able to hire a project manager and a family support person; she worries as well about how to continue that great work when the funding ends.

Mr. Collamore asked what kind of furniture is needed for the family literacy room.

Mrs. Pluta said they would like to have a computer table, a chair, couch, lamps, etc.

Mr. Sheehan asked about the status of the construction of the school based health center in conjunction with River Valley.

Mr. Dupont explained that Chris Regan has been working with Matt Haas from River Valley on details around that.

Mrs. Pluta said she would love to be able to hire an interventionist for math and for ELA.

Donahue School – School Improvement Plan

Amy Fitzgerald, Donahue School Principal, said that the 2011-12 school year has been very exciting for her and for the staff at the school. Her faculty has embraced the challenges the school is facing and everyone is working toward the goals in the school improvement plan. The SILT's primary focus in the fall was looking at student data to appropriately place students in interventions. Currently there are 166 students, 32%, in either a math or ELA intervention, outside of the core curriculum during the school day. The number is close to double if you add the number of students participating in either a before or after school extra help activity. During walk throughs she discovered that the language and learning objectives were not being properly utilized by teachers. The November PD day was dedicated to professional development in that area. She has continued to see improvement in not only the writing of the objectives, but use of the objectives in the classes. More and more students are able to articulate to her what the objectives are and why they are doing what they are doing. At the November PD day all teachers received SIOP materials for their content area and one additional book with activities for any area. Teachers are progress monitoring using the guided reading group running records. As a school, they are working to determine best practices in that area. Through creative scheduling, all middle school students are able to receive an intervention or an accelerated class during the school day. There is a huge push related to math at the K-2 level as a result of data from the AVMR assessment.

Mr. Greaney asked if disciplinary incidents at the school are up or down.

Mrs. Fitzgerald said that disciplinary incidents at Donahue are down.

Mr. Collamore asked if there are any staffing requests and whether Mrs. Fitzgerald has been communicating those requests to the Superintendent.

Mrs. Fitzgerald said she does have requests and she has been communicating with the Superintendent. Her problem is that she does not have additional classroom space in the building as a result of adding a Systems 44 classroom and getting an additional Rise room. Mrs. Fitzgerald said that 29% of her teachers are either ESL certified or have all 4 category trainings and 22 % have had 3 category trainings. There are at least 10 new teachers at the school, most of whom have either started or will soon start taking the category trainings.

Mr. Moriarty asked about interventions at the lower grades without interrupting class time.

Mrs. Fitzgerald said they are hitting third grade hard because there are needs at that level. There are about 45 third graders participating in interventions either during the day or in the before or after school programs. She is in the process of hiring an ELA interventionist and she does have a math interventionist. There has been a big push in K-2 with math but teachers are also doing LLI with some of the students in grades 1 & 2; there is a successful ELD program in grades 1 & 2 as well.

Statement of Interest

Mr. Dupont told members that he received an e-mail about the Dean science lab statement of interest. The district has been making every effort to meet the deadline, which was January 11th. The City Council has not yet voted in support of this project but MSBA has recognized that the district has made the effort and someone from the bureau has spoken with the City Council President about this matter. The state has accepted the submission. He thanked Lenny Gibbons for all his efforts to make sure all necessary materials were submitted.

NEW BUSINESS

Budget Transfers

Chris Regan, Finance Director, explained that the City Auditor has informed her that transfers between classifications should be approved by Committee, such as personnel to a non personnel account. There are three such transfers being submitted for approval at this time.

MOTION #1: Mr. Moriarty made a motion, seconded by Mr. Lopez, to approve the budget transfers as requested ($5,600 from Peck teacher specialists to Peck winter bussing; $5,000 from Donahue math teachers to Donahue math professional development; $10,000 from early childhood testing materials to early childhood professional salaries.) The motion carried unanimously.

Travel Requests

MOTION #2: Mr. Greaney made a motion, seconded by Mr. Lopez, to approve the travel requests. The motion carried, with Messers Moriarty, Sheehan, Collamore and Collamore abstaining.

OLD BUSINESS

Update on Sex Ed Curriculum

Ms. Wells explained that the district received a $30,000 grant because it is a level 4 school district and it was used to begin developing this curriculum. Resources were also used to begin training all health teachers, school nurses, teen clinic staff and the director of science, to be able to deliver the curriculum effectively. Because Holyoke is one of the school districts that is furthest along in implementation, getting to outcomes, and trying to identify root causes for the issues related to teen pregnancy, sexually transmitted infections, etc., DESE has said that if Holyoke is interested in becoming a pilot district, and if implementation begins this year, the district would be eligible for an additional $65,000 to continue to refine the curriculum and begin to make long range plans for systemic implementation. As of 2009, Holyoke is 5X the State average for teen pregnancy. The $65,000 would be available within a couple of weeks after approval of the curriculum. The grant would go through August 31, 2012. The district would be eligible to apply for a competitive grant of approximately $130,000 per year for up to 4 years to address that. Some of that money could be used to hire additional health teachers.

Mr. Moriarty said there is a gap, statewide, with regard to no information being provided relative to the legal consequences associated with sexual behavior among underage people. This looks like an opportunity to pilot and explore providing that type of information.

Ms. Wells said that if this curriculum were approved, it could be piloted and a legal piece could be included.

Mr. Sheehan reminded members that this item was referred to subcommittee back in October. Curriculum will meet within the next week and a recommendation could come back at the next meeting.

Meeting Time

Mr. Sheehan asked if anyone objected to moving the meeting time to 6:00 p.m.

Mrs. Boulais said she sometimes finds it difficult getting to meetings for 6:15.

Other

Mr. Sheehan said that the Human Resource Department is asking that members return their sign-offs on the Sexual Harassment and Ethics policy statements sent out previously, by next Tuesday.

Mr. Sheehan said he would provide committee assignments to members and outstanding items in subcommittee. He asked that each committee chair report on the status of items at the first meeting in February; not all items referred require action at this time, but an update for the full Board would be helpful.

Mr. Sheehan said that beginning with the meeting of January 23rd the Committee will receive reports on different parts of the District Improvement Plan so that the board keeps its focus on student achievement. He asked that any member that would like to be the point person on any one of the goals to speak with him. Mr. Moriarty will continue as the point on the third grade literacy goal.

Mr. Sheehan said that on Tuesday there would be a webinar dealing with the new educator evaluation system. The webinar will be available to anyone interested at the Suffolk Street offices.

ANNOUNCEMENTS

Mr. Sheehan thanked all the volunteers and businesses that volunteered and donated to this successful event. He thanked Hasbro, Toys for Tots and the different organizations that donated.

Mr. Collamore reminded members about the Martin Luther King Jr. breakfast that would be held on Friday at HCC.

Mayor Morse sent his condolences to the Gray family. He was at the vigil for Jonathan Gray at the Roberts Sports Complex earlier this evening. The wake will be from 3 to 7 p.m. at Farrell's Funeral Home.

MOTION #4: Mr. Moriarty made a motion, seconded by Mr. Birks, to go into executive session to conduct strategy sessions with regard to collective bargaining with the Holyoke Therapists Association and the Holyoke Nurses Association, not to return to open session. The motion carried unanimously on a roll call vote.

Roll Call

Mayor Morse – yes Mr. Sheehan – yes

Mr. Moriarty – yes
Mr. Garcia –yes
Mr. Birks – yes
Mr. Collamore – yes
Mr. Greaney – yes
Mrs. Garcia – yes
Mr. Lopez – yes
Mrs. Boulais – yes

At 7:42 p.m. the Committee took a brief recess to clear the room prior to entering executive session.

CITY OF HOLYOKE
SCHOOL COMMITTEE

SPECIAL MEETING OF THE SCHOOL COMMITTEE
MONDAY, JANUARY 23, 2012
TIME 6:15 PM
DEAN TECHNICAL HIGH SCHOOL

School Committee Vice Chair Devin Sheehan called the meeting to order at 6:15 p.m.

ROLL CALL

Present: Mayor Alex Morse, Devin Sheehan, Michael Moriarty, Howard Greaney, Joshua A. Garcia, Yvonne Garcia, Dennis Birks (arriving at 6:43 p.m.), Cesar Lopez, William Collamore and Peggy Boulais. Also present: Superintendent David Dupont and Holyoke High School Student Representative Keishabell Ibarra.

PLEDGE OF ALLEGIANCE

PUBLIC DISCUSSION

None

COMMUNICATIONS AND REPORTS

Student Reports

Ms. Ibarra informed the Committee that two members of the Madrigal Choir were selected to All-State Choir. Also, the HHS Band has been asked to perform as part of this year's Winter Carnival, at Heritage State Park on February 4th.

MOTION #1: Mr. Greaney made a motion, seconded by Mr. Lopez, to send a certificate of recognition to the students in the Madrigal Choir for being selected to All-State Choir. The motion carried unanimously.

Superintendent's Communications

Dean Technical High School Administration Update

Bill Diehl, Collaborative for Educational Services, introduced Pedro Rivera Moran, the new Assistant Principal at Dean, and Jonathan Carter, the new Principal at Dean Technical, effective this day.

Mr. Carter thanked Mr. Diehl and the people in Holyoke for entrusting him with the honor of being the next principal of Dean Technical High School. He has spent time in all four high schools in Springfield as a teacher and administrator. He said he has significant experience with level 4 schools and he brings a unique skill set that will benefit not only the students at Dean, but ultimately the community at large.

There are a lot of good things already underway at Dean and he looks forward to continuing and carrying the torch.

Peck School – School Improvement Plan

Paul Hyry, Peck School Principal, said that Peck has been on the right track for the last couple of years and outcomes have shown that in terms of achievement while, at the same time, they feel they have a long way to go before Peck is the school that all of its students deserve. Peck School staff are proud of their accomplishments and accept responsibility for how far they have yet to go. The theory of action for improving the school for the current year includes four parts. If the school staff continuously improves the ability to work with data, to set goals, to monitor progress toward meeting those goals, to reflect on what the data is saying and to adjusting the instruction, the student achievement will improve. If the entire faculty is focused on certain shared practices, including having very clear learning objectives for all lessons and all instruction, consistently checking for the students' understanding, and working together on reading comprehension, they will learn more about literacy instruction and student achievement will improve. If they provide as many students as possible who need them, with the most effective interventions possible in literacy and math, student achievement will improve. If the staff gets better and better at managing difficult and complex student behaviors, student achievement will improve at Peck. He feels blessed to work with a strong, gifted and committed instructional leadership team that is mid-way through its third year of working together. The SILT provides guidance in thinking about what is being done, how it's being done and what the next steps should be to work strategically. He and other district members are visiting classrooms thorough walk throughs and they are working on a process to get teachers to spend time in each other's classrooms to learn from and about each other's practices. There are consistent data meetings with each team to talk about goals for students, progress towards meeting those goals and what teachers are doing with the data on student progress and achievement. The professional learning system includes professional learning communities lead by coaches and other experts. Faculty meeting time is used to constantly focus on improving instruction. They use district professional development time to advance the instructional improvement agenda, including using coaching and feedback from him and other district level administrations to constantly improve instruction. In math they are combining highly effective grade level workshop instruction with intervention work to bring more students closer to working at grade level. They are working on a three tiered system for behavior management improvement, including supporting teachers on continuously getting better at what they do in the classroom and providing as much additional support for that work as possible. Peck has a new intensive behavior support coordinator, whose job is to have a caseload of some of the most difficult and chronically challenging students in order to try to wrap as many supports and services as can be done around those students to improve their behaviors.

Mr. Moriarty said that Peck has one of the best developed family literacy centers in the district at this point. He asked if it is being heavily utilized and if families are getting meaningful help at the school.

Mr. Hyry said Peck has new families all the time. They are working on meeting those families with a welcome, a tour, and invitations to get involved with work at the school. Maria Luisa Arroyo supports teachers in a project called parents in the classroom, which supports teachers who want to invite parents into the classrooms to observe what students are doing and debrief with the teacher after to think of ways to support that literacy work at home. The family resource room is used every day by families, but not necessarily for structured family literacy activities every day, but that is the space

where family learning happens. There are regular after school learning opportunities for parents to think about ways to integrate literacy and learning practices into their home lives.

Mr. Moriarty asked if there is data to determine if good progress is being made in the K-3 area towards proficiency.

Mr. Hyry said that they recently held data meetings. He took a look at some of the data, and while it is not firm right now, it does provide a sense of where the students are. One of the realities Peck struggles with is that when a certain cohort is assessed with a benchmark assessment in the spring and the same cohort is assessed in the fall, the percent of students reading on grade level decreases significantly from the spring to the fall. For example, 55% of last year's kindergarteners were assessed on grade level as of last June and about 30% were assessed as reading on grade level in the fall. That first grade team has moved back up to between 45 and 50% of students at grade level. There is a turnover of students in the summer and some students lose ground and start at a lower level in the fall. This is a big challenge.

Mr. Moriarty said that with a transiency rate as high as Peck's, the cohort is not the same in a fairly large percentage from spring to the next fall. He asked if there is a way to disaggregate the data to determine the sustained levels of the students who return in the fall as opposed to the baseline for students new to the school.

Mr. Hyry said that could happen, but that is more likely to happen over the summer, because teachers are entrenched in looked at every student and thinking about what can be done to move each student forward.

Mr. Moriarty said if, at the end of first grade those students are testing at 50% proficient, that would be a remarkable achievement. Many other schools have expressed a concern that as students move beyond third grade into more contextual and inferential learning that there seems to be some disconnect.

Mr. Hyry said there is a third grade team working hard on that very question. One of the things they found, similar to the district level data, was there was a real gap between what students could do on multiple choice versus what they could do on writing in response to reading and on open response. There is a process going on of rethinking and reworking how students are prepared so they can handle the open responses as well as the multiple choices.

Mr. Lopez asked what percentage of teachers had completed category trainings.

Mr. Hyry said he did not have that data with him, however, essentially all staff members have completed some of the category trainings; not all staff members have achieved all of the category trainings.

Mr. Lopez asked if the Committee could give Peck School one thing, what would that be.

Mr. Hyry said Peck is blessed that so many community partners are working with the school. One thing that would help is strong summer programming that would allow students not to backslide in reading, particularly for students at the earliest level, just to maintain reading. The Commissioner of Education is talking about ESL summer institutes for ESL students; any support in that regard would be helpful as

well. Peck also struggles with behavior management. Peck is a big complicated building to manage. Caring adults playing critical volunteering roles is another important piece.

Mr. Collamore asked what personnel needs Peck has.

Mr. Hyry said the most understaffed area is special education inclusion; right now the special education inclusion teachers are each responsible for two grade levels of students. That means a teacher is dealing with students from at least 4 and often 6 classrooms at a time for at least math and English.

Metcalf Pre-School – School Improvement Plan

Principal Ellen Jackson told members that there are many initiatives underway to improve the quality of the preschool. The instruction at Metcalf is being aligned as closely as possible with what the EEC is proposing for the preschool level across the Commonwealth. The SIP has three major objectives. The first objective is around trying to improve the quality of instruction. They have begun to look at an assessment system to assist teachers to be critical about the developmental domains of the children in preschool. There is also a focus on literacy development at the preschool level. In the area of improving instructional quality they have implemented a number of initiatives. They are developing a collaborative group of teachers who are sharing practices. Those teachers meet monthly to participate in professional learning activities. Walk throughs are occurring in line with district requirements. The walk throughs provide a way of monitoring how instruction is happening, how teachers are implementing standards based curriculum, how they are implementing the effective practices for preschoolers and how effectively they are engaging the children in standards based activities. Metcalf will be implementing the Teaching Strategies Gold System for assessment. This is a new assessment and teachers are receiving professional development. The intent is to provide an observational tool for teachers to assess all domains of each child's development. She expects this assessment to be implemented gradually, over time this year. Metcalf is trying to align its assessment practices with other preschool programs in Holyoke. The third goal focuses on literacy. Staff meets on a monthly basis to work together in a group to study a professional text around preschool literacy development. Metcalf is also developing a family literacy center. Conklin Furniture and Target at working with the school to create the family literacy center. Metcalf teachers are developing lessons around the curriculum frameworks and they are planning to implement the Owl Program, a research based, integrated thematic program.

Mr. Birks arrived at 6:43 p.m.

Mr. Moriarty noted that Conklin has been mentioned by another school as well and that they have been an exemplary business leader with the schools. He wanted to be sure an appropriate note of appreciation be sent to both Conklin and Target. He said that the new assessment sounds like it will be an extremely useful tool for literacy.

Mr. Collamore asked what personnel needs the preschool has.

Mrs. Jackson said she would like to have someone to staff the family literacy center to be supportive to families and help to develop the center, including presenting workshops, etc.

Third Grade Early Childhood Update

Mr. Sheehan explained that the Committee will receive literacy updates on every agenda, including updates on the other goals of the District Improvement Plan. The Committee needs to continue to focus on student achievement and the achievement of the district at every meeting.

Mary Curro, Early Childhood Literacy Coordinator, provided a handout, "Reading is Power: Holyoke Can Do It!" "Leer es Poder: ¡Holyoke Puede!" which includes the mission statement and reading initiative. The mission statement includes the motion passed by the School Committee indicating that 85% of all Holyoke children will be proficient readers by the end of grade 3 by 2014. The district is moving toward making sure all third graders are proficient readers. The Literacy Task Force has created three subcommittees; one focuses on community literacy engagement, one focuses on family literacy and one focuses on school instructional literacy. Each of the subcommittees has developed an action plan with strategic goals to make sure they are supporting the goal of literacy by the end of grade three. A community group of early childhood providers has been established with a literacy focus to align the community providers, such as Head Start and area day care centers, with the Mass frameworks for 4 year olds in Massachusetts. The first initiative of the Literacy Task Force is the family literacy centers. This group has established the first such center at Kelly School. Plaques will be provided to the various businesses supporting the Literacy Task Force in these family literacy centers. A grant has been received from Target to furnish the Metcalf family literacy center with books and materials; Conklin will design and set up the room with adult furniture. The district has received a competitive United Way grant for $75,000 which will establish 2 family literacy centers. WGBY has a new grant based on the new TV show Martha Speaks, a popular children's show, to set up a buddy reading program where 4th and 5th grade students will be trained to read to kindergarten students. Those activities will take place in the family literacy center. Links to Libraries has been a great partner, giving every kindergarten child in Holyoke a book bag with literature, in English and Spanish. They will do that again next year as well. The Enchanted Theater Program, Page to Stage, is in all the schools now. The program includes a family literacy component as well helping families to read to their children and learn ways to incorporate literacy with theater. Holyoke is participating in the All American Cities grant program. This is a national grant application for which the district will receive recognition, not money, for being a city that has a reading initiative for pre-K to 3 with a city-wide focus. In November there was a Pathways to Family Literacy event at the Holyoke Children's museum that was attended by over 800 families. One of the goals of the Literacy Initiative is to have 80% of children in Holyoke enrolled in a quality preschool program. Another goal is to promote literacy activities in the community, one of which will be an outreach program to make sure every family in Holyoke has a library card. Community service and public relations activities are also a focus, particularly utilizing Channel 12. They want to start a program similar to the old Reading Rainbow program that will involve principals, family members, School Committee members, community people, etc. reading stories to children on the school district's public access channel to promote literacy. Another goal talks to supporting the continuation of literacy during the summer to avoid summer learning loss. A number of community members are participating, including members of the faith-based community and business community.

Mr. Collamore asked about space needs.

Mrs. Curro said they would love to expand preschool offerings but there is just no space to do so.

Mr. Moriarty said he appreciated the enormous effort being put out by a large number of participants. The board needs to get periodic reports, by grade, relative to how students are moving along towards

meeting the district goal of 85% literacy for 3rd graders by 2014. He asked if a mechanism is being worked on so that such data can be organized and presented on a regular basis.

Mr. Dupont said they are working on an assessment and hope to have a report in March or April.

NEW BUSINESS

Minutes of Meetings

Special Meeting of December 19, 2011

MOTION #2: Mr. Collamore made a motion, seconded by Mr. Lopez, to approve the minutes of the Special Meeting of December 19, 2011. The motion carried unanimously.

Reports of Committees

Curriculum and Instruction Subcommittee of January 18, 2012

Mr. Birks explained that the subcommittee met to discuss the Sexual Health Curriculum for middle school. There was extensive discussion about the curriculum. Members agree that the curriculum was thoughtful and well put together. Subcommittee members had the opportunity to look at statistics related to youth in Holyoke related to pregnancy and STI's. There was also discussion about the grant that was given to the district and other grants that would be available to the district if the curriculum were implemented. The subcommittee heard that Mr. Moriarty was working with the Superintendent on an additional component to the curriculum addressing the laws related to underage persons.

Mr. Moriarty said this is a result of a conversation around the 9th grade comprehensive health curriculum. The Superintendent looked to see what was available in terms of a component that addressed the legal issues of underage sexual conduct and found nothing. He has been working on a piece to include. He considers what has been done to be a draft that would be in need of revision. The health curriculum is done well and fully thought out with regard to helping students to understand how the reproductive system works, the consequences and effect of unplanned and too early teen pregnancy, the and the lifetime consequences of STD's, but in a world where lifetime parole and a sex offender registry list can affect a young person's life, that is a piece that students should understand as well. He said he would continue to work with the Superintendent and other appropriate staff to see if the piece could be piloted to determine if it is an effective lesson to add to the curriculum.

Mr. Birks said that the subcommittee unanimously recommended adoption and implementation of the curriculum.

MOTION #3: Mrs. Garcia made a motion, seconded by Mr. Lopez, to approve the recommendation of the subcommittee and adopt and implement the Middle School Sexual Health Education Curriculum. The motion carried unanimously.

Orders

Introduced by Committee member Cesar Lopez, that the Superintendent's office, Operations Subcommittee and the City Procurement Officer explore the possibility of establishing a School Department Purchasing Department to aid in the procurement process and have a report to the full Committee by May 1st.

MOTION #4: Mr. Collamore made a motion, seconded by Mrs. Boulais, to refer the order introduced by Committee member Cesar Lopez, that the Superintendent's office, Operations Subcommittee and the City Procurement Officer explore the possibility of establishing a School Department Purchasing Department to aid in the procurement process and have a report to the full Committee by May 1st to the Operations Subcommittee. The motion carried unanimously.

Mr. Lopez said he'd like to explore the possibility of the School Department doing its own purchasing so that materials and supplies can be procured in a more expedient way.

Order – Introduced by member Joshua A. Garcia, that the Operations Subcommittee in conjunction with the Holyoke Police Department, review the surveillance systems and School Resource Officer Program at each school.

MOTION #5: Mr. Moriarty made a motion, seconded by Mrs. Garcia, to refer the order introduced by member Joshua A. Garcia, that the Operations Subcommittee in conjunction with the Holyoke Police Department, review the surveillance systems and School Resource Officer Program at each school to the Operations Subcommittee.

Travel Requests

MOTION #6: Mrs. Garcia made a motion, seconded by Mr. Lopez, to approve the travel requests. The motion carried, with Mr. Garcia abstaining.

OLD BUSINESS

Governance Support Project Update

Mr. Sheehan introduced Deborah Moiles, of the District Governance Support Project, and explained that this was something that was presented at a previous meeting and discussed a great deal at the MASC conference in the fall.

Ms. Moiles told members that she was an 18 year member of the Oxford School Committee, served as MASC Division 4 chair, as a member of the Board of Directors for MASC and served as President of the MASC. She has worked with a variety of school districts through MASC, including Randolph, Athol-Royalston, Winchendon and currently she is working with the Gill-Montague and Bellingham school districts. This project evolved from the work of MASS and DESE with the Superintendent's Induction Program. One of the key elements of that program has to do with governance and leadership and the partnering of the school committee with the superintendent. DESE and MASS coordinated with MASC to further develop the District Governance Program. The program includes a variety of areas, including operating protocols for effective boards, goal setting and monitoring progress, using data to monitor goals, community engagement, assessment, evaluation, budgeting and collective bargaining to advance district goals. Part of the program includes using some of the best practices of highly functioning school

boards from Massachusetts and across the country. Each of the components is scheduled to last about an hour and a half and can be customized to meet the needs of each specific committee. The program offers coaching and if Holyoke chooses to move forward she would work with the committee as a coach. She would work with the chairperson and the committee as well as interact with the superintendent to be sure that the work aligns with the goals and work of the superintendent and school district. She said this is something that would fit nicely into the committee's idea of having a full day retreat or could be done in a series of workshops. One of the first recommendations is that the committee does a self-assessment.

MOTION #7: Mr. Collamore made a motion, seconded by Mrs. Garcia, to participate in the District Governance Support Project. The motion carried unanimously.

Mr. Moriarty suggested leaving the coordinating of the time and place for this work with the Vice Chair.

Ms. Moiles said she would work with the Vice Chair and Superintendent to put together an agenda for the committee and the self-assessment will be provided to members.

New Educator Evaluation System Update

Mr. Sheehan noted that members received copies of the power point presentation on the new educator evaluation system.

MOTION #8: Mrs. Boulais made a motion, seconded by Mrs. Garcia, to receive the information on the New Educator Evaluation System. The motion carried unanimously.

Mr. Sheehan explained that the information was part of a webinar that he, the Superintendent, the Assistant Superintendent, Director of Human Resources, Kathy Dunn, Bill Diehl, and Alex Lomaglio from the MTA attended. This new evaluation system is for everyone in the district that holds a DESE license. All school districts in the Commonwealth have to implement the system for 2012/2013 but Holyoke has to implement it now because of level 4 status. The MASC will be holding a meeting in Western Mass about the new educator evaluation system; he encouraged everyone to attend. There are monetary implications for Holyoke for training and implementation of this new educator evaluation system.

Mr. Dupont explained that there are state approved partners to assist district in the implementation of this new educator evaluation system. He has chosen to partner with the Massachusetts Teachers Association, an approved vendor; the district is receiving funding from the state. He will have a representative from the MTA come in to give the School Committee a brief overview of what this involves. There is a lot of work and a lot of training involved with this new system. Holyoke was commended for being on top of the implementation of this by the state.

Other / Updates on Old Business

Mr. Sheehan informed members that the City Council Finance Committee will meet on February 6th at 6:30 to take up the matter of the $344,000 School Department budget reduction that has been under discussion since the fall. District administration has been planning for reductions if that money is not re-appropriated to the schools and district departments.

Mr. Sheehan said that there are some dates in the budget calendar that will begin to happen. Also, the NESDEC report will be coming in April.

PERSONNEL

Appointments

MOTION #9: Mr. Moriarty made a motion, seconded by Mr. Greaney, to receive the appointments. The motion carried unanimously.

Retirements

MOTION #10: Mrs. Garcia made a motion, seconded by Mr. Greaney, to receive the retirements. The motion carried unanimously.

Resignations

MOTION #11: Mrs. Garcia made a motion, seconded by Mr. Greaney, to receive the resignations. The motion carried unanimously.

ANNOUNCEMENTS

At the request of the Superintendent, the Committee agreed to hold a special meeting on Monday, February 27st. The State Monitor, Nadine Bonda, and Ava Mitchell, from the Accountability Office, will give the Committee a report relative to the Commissioner's recommendation to approve Holyoke's District Improvement Plan. There will also be an executive session for collective bargaining.

MOTION #12: Mr. Moriarty made a motion, seconded by Mr. Greaney, to adjourn. The motion carried unanimously.

The Special Meeting of January 23, 2012 adjourned at approximately 7:45 p.m.

HOLYOKE PUBLIC SCHOOLS

2012 JAN 10 PM

REQUEST FOR STUDENT FIELD TRIPS

School: Holyoke High School Grade(s): 9-12 Date: 1/4/12

Destination: Darien/Niagara Falls, NY Date of Field Trip: 5/11,12,13/12

Staff Person(s) in Charge: Joan Cavanaugh

- Justification for this curriculum-based Field Trip is attached
- Funding Source documentation is attached to this form (include all copies of Munis Requisitions)

Munis Line Item Account being charged: _____

Munis Requisition Number: _____

Other: _____ DK Grant

(ie. PTO, Consolidated Funds, HCC, Gear Up, etc.)

- Costs

Number of Buses 2 Cost Per Bus $ 3995.00 = $ 7990.00

Admission Per Student — X Number of Students _____ = $ _____

Other Costs (specify) _____

TOTAL COST: $ 7990.00

Number of Students: 65 Number of Teachers: 2 Number of Parents: 5

Departure Time: 8:00 am Estimated Time of Return: 4:00 pm

Special Needs Requirements (Nurse, Wheelchair Bus, etc) —

- I have reviewed and approved this curriculum-based field trip.

Signature of Principal Diane L Bauer Date: 1/5/12

Business Manager's Signature: Christine P Tsogan Date: 1-10-12

Superintendent Approval: _____ Date: 1/10/12

Bus Company's Confirmation: _____ Date: _____

RE: Charter Transportation Show Details

Joan,

Thanks. I will hold two coaches. Happy Thanksgiving to you as well!

Brian

From: J C [mailto:joantcavanaugh@yahoo.com]
Sent: Wednesday, November 23, 2011 2:04 PM
To: Brian Rossick
Subject: Re: Charter Transportation

Brian,
Please hold two coaches. At present we have over 55 signed up to go. That number always changes, but the Lizak coaches sound best. Happy Thanksgiving.
Joan

From: Brian Rossick <brossick@edprog.com>
To: 'J C' <joantcavanaugh@yahoo.com>
Sent: Wednesday, November 23, 2011 11:27 AM
Subject: Charter Transportation

Joan,

Good news and bad news. The good is that Lizak Coaches is considerably less money than Peter Pan. In fact $3,995 per coach as compared to almost $6,000. The bad news is that the only size coach available is a 47 passenger coach. Peter Pan is offering a 54 passenger coach. I'm not sure how your number of participants is looking right now but Lizak is the way to go. Please let me know what you think. I can hold 2 coaches with Lizak if we need to do so.

Thanks again,

Brian Rossick | **EPN Travel Services**
Tour Coordinator
1784 West Schuylkill Road
Douglassville, PA 19518

Toll Free:	888-323-0974 x 4024
Direct Line:	610-970-4024
Fax:	863-815-0415
Website:	http://www.epntravel.com/

Please consider the environment before printing this email

Reply to Brian Rossick

EPN travel services
custom travel tours for student groups

Proposed Itinerary
Holyoke High School
Darien Lake
Friday, May 11, 2012 to Sunday, May 13, 2012
3 Days; 2 Nights

Day 1

Friday, May 11, 2012

Niagara Falls Sightseeing

Remember your camera when you visit Niagara Falls. You can take boat ride to the falls, tours, or just walk around to view the Falls and do some shopping. It is an amazing attraction to see!

Rooms @ The Lodge on the Lake - Holyoke HS

The Lodge on the Lake
9993 Alleghany Road
Darien Center, NY 14040
585-599-2211

Check In: 3:00 PM
Bus Parking Complimentary
Outdoor Pool; Hours 9:00 AM - 7:00 PM (Memorial - Labor Day); Capacity 121 people

Day 2

Saturday, May 12, 2012

Full American Breakfast

Full American Breakfast Sample Menu Includes: *Breakfast Pastries, Scrambled Eggs, Bacon and Sausage, Potatoes, French Toast or Pancakes (Alternate Daily), Fresh Fruit, Cereal, Milk, Assorted Juices and Coffee/Tea.*

Music In The Parks & Meal-One Day

The Music In The Parks performances will take place today between 8:00 AM and 2:00 PM. Exact performance times and locations will be set at a later date. Your festival package includes 1-day park admission and one meal for Darien Lake today.

Music In The Parks Awards Ceremony

*Your Music In The Parks Awards Ceremony will take place today. For the time and location, please log in to your Music In The Parks account and consult your festival schedule. *Note – you will need the park tickets picked up at your performance location.*

Rooms @ The Lodge on the Lake - Holyoke HS

The Lodge on the Lake
9993 Alleghany Road
Darien Center, NY 14040
585-599-2211

Check In: 3:00 PM
Bus Parking Complimentary
Outdoor Pool; Hours 9:00 AM - 7:00 PM (Memorial - Labor Day); Capacity 121 people

Day 3

Sunday, May 13, 2012

Full American Breakfast

Full American Breakfast Sample Menu Includes: *Breakfast Pastries, Scrambled Eggs, Bacon and Sausage, Potatoes, French Toast or Pancakes (Alternate Daily), Fresh Fruit, Cereal, Milk, Assorted Juices and Coffee/Tea.*

DRAFT 1-25-12

HOLYOKE PUBLIC SCHOOLS
Holyoke, Massachusetts
STUDENT/PARENT CALENDAR FOR SCHOOL YEAR 2012-2013
CALENDARIO ESCOLAR PARA ESTUDIANTES Y PADRES 2012-2013

August — 3 days

S	M	T	W	TH	F	S
19	20	21	22	23	24	25
26	27	28	29	30	31	

Students = 180 days
Teachers = 184 days
Legend:
__ = Early Release
X = No School
☐ = Notation

September — 19 days

S	M	T	W	TH	F	S
						1
2	X	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

October — 22 days

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	X	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November — 16 days

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	X	10
11	X	13	14	15	16	17
18	19	20	X	X	X	24
25	26	27	28	29	30	

December — 15 days

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	X	X	X	X	X	29
30	X					

January — 20 days

S	M	T	W	TH	F	S
		X	2	3	4	5
6	X	8	9	10	11	12
13	14	15	16	17	18	19
20	X	22	23	24	25	26
27	28	29	30	31		

February — 15 days

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	X	X	X	X	X	X
24	25	26	27	28		

March — 20 days

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	X	30
31						

April — 17 days

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	X	X	X	X	X	20
21	22	23	24	25	26	27
28	29	30				

May — 22 days

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	X	28	29	30	31	

June — 11 days

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

August
23 & 24 - New Teacher Orientation
27 – Professional Development
28 - Teachers Report to School
29 - Schools Open Grades 1-12
30 & 31 Kindergarten Screening

September
3 - Labor Day
4 - Kindergarten Screening
5 - Pre-School/Kindergarten Begins

October
5 - Early Release – Professional Development
8 - Columbus Day

November
9 – Professional Development
12 – Veterans Day
15 & 16 – Early Release Pre-K-8/ Parent Conferences
Conferencias de padres
21-23 – Thanksgiving Recess

December
24-31 Holiday Recess

January
1– New Year's Day
7 – Three Kings Day/Professional Development
21 – Martin Luther King's Birthday Observed

February
15 – Early Release Professional Development
18-22 – Winter Recess

March
29- Good Friday

April
11 & 12 – Early Release Pre-K-8/ Parent Conferences
Conferencias de padres
15-19 – Spring Recess

May
27 – Memorial Day Observed
31- Dean Graduation

June
2 – Holyoke High Graduation
17 – Last Day of School – Early Release for Students
24 – Last Day of School **(includes 5 snow days)** – Early Release for Students

School Health Program-57 Suffolk Street-Holyoke, Massachusetts 01040
Tel: (413) 534-2000 X274 **Fax:** (413) 540-2409
ddupont@hps.holyoke.ma.us
lkeefe@hps.holyoke.ma.us
palford@hps.holyoke.ma.us

David Dupont, Superintendent of Schools
Douglas Arnold, Director of Student Services

Patricia Alford, Supervisor
Lois Keefe, Supervisor

November 16, 2011

Dear Mr. Arnold,

In order to create and maintain a viable substitute RN list that would provide appropriate nursing coverage when a School Nurse is absent from her assigned school health room, we are respectfully requesting an increase in the current daily rate of pay for substitute RN's.

The Holyoke School District currently pays $100.00 per day for a substitute RN and we currently have one (1) retired school nurse on the list. We have been unable to be competitive with area districts when they pay their substitute RN's $150.00 or more per day. Examples of those districts include West Springfield, Belchertown, Chicopee, and South Hadley. In addition, many nurses work for agencies and agencies charge $58.00/hr for an RN...a cost of $420.50 for a school day.

In consideration of the above, please consider a proposal to increase the city-funded substitute registered nurse daily pay rate from $100.00 to $150.00 per day. We believe that in so doing, we may be able to attract and retain a more viable substitute RN list.

Respectfully,

Patricia Alford, Nursing Supervisor
Lois Keefe, Nursing Supervisor

Holyoke Public Schools
MEMORANDUM

TO: Mr. David L. Dupont, Superintendent of Schools

FROM: David A. Lawrence, Director of Human Resources

DATE: February 6, 2012

RE: New Appointments

NAME	SCHOOL	ASSIGNMENT	DATE OF HIRE
Teachers			
Kathryn Westby	Dean	Special Education Math Inclusion Teacher	February 1, 2012
Paraprofessional			
Rachel Nabet	Metcalf	Special Education Paraprofessional	February 6, 2012
Suzanne Drago	HHS	Special Education Paraprofessional	January 26, 2012
Non-Union			
Seweryn Kolysko	Peck	Intensive Behavior Support Coordinator	January 31, 2012
Wilfredo Semidey	Dean	Family Liaison	February 2, 2012

I approve and accept: _____
Mr. David L. Dupont, Superintendent of Schools

Holyoke Public Schools
MEMORANDUM

TO: Mr. David L. Dupont, Superintendent of Schools

FROM: David A. Lawrence, Director of Human Resources

DATE: February 6, 2012

RE: Extended Time Programs

NAME	***ASSIGNMENT***	***PROGRAM***
Andrew Verrochi	Saturday School Teacher	E.N. White School
Brigetann Reilly	Graduation Coach	Dean School
Cristen Johnson	Math Tutor	Sullivan School
Deborah Maisonave	Math Tutor	Sullivan School
Jennifer Falk	Graduation Coach	Dean School
Joanne Marcotte	Saturday School Teacher	E.N. White School
Kari Courchesne	Math Tutor	Sullivan School
Kathleen Plasse	Saturday School Teacher	E.N. White School
Lori Thayer	Saturday School Teacher	E.N. White School
Margaret Kenney	Math Interventionist	CFE
Nilda Guzman	Home Tutor	Student Services

I approve and accept: _____
Mr. David L. Dupont, Superintendent of Schools