

**LYNN PUBLIC SCHOOLS**  
**James Leo McGuinness Administration Building**  
**100 Bennett Street**  
**Lynn, Massachusetts**

**Ad Hoc Sub-Committee Meeting and a  
Committee of the Whole Meeting**  
**Thursday, January 12, 2017 at 6:00 p.m.**

**Members present:** Mr. Nicholson, Chair  
Ms. Carrasco  
Ms. Gately

**Observing:** Ms. Capano, Ms. Coppola and Mr. Ford

**In Attendance:** Dr. Latham, Superintendent  
Dr. Warry, Deputy Superintendent  
Dr. Tutwiler, Deputy Superintendent  
Mr. McHugh, School Business Administrator  
Attorney Mihos  
Mr. Iarrobino, Secretary of the School Committee

Item 1: Uniform Policy

Mr. Nicholson gave an overview of the Lawrence School Department Uniform Policy. The Chair invited Connery Elementary School Principal Dr. Mary Dill and Callahan Elementary School Principal Dr. Brian Fay to provide input to the proposed Uniform Policy.

Mr. Nicholson suggested a survey of the parents be taken by the elementary schools and indicated that another meeting will be scheduled for the first week in February.

No votes were taken.

A motion from the floor was made to adjourn at 6:17 p.m. Seconded. Motion passed on a voice vote.

THOMAS P. IARROBINO  
Secretary of the School Committee

nab

Adopted: January 26, 2017

**LYNN PUBLIC SCHOOLS**  
**James Leo McGuinness Administration Building**  
**100 Bennett Street**  
**Lynn, Massachusetts**

**Buildings & Grounds Sub-Committee Meeting and a  
Committee of the Whole Meeting**  
**Thursday, January 12, 2017 at 6:18 p.m.**

**Members present:** Mr. Ford, Chair  
Ms. Coppola  
Ms. Gately

**Observing:** Ms. Capano, Ms. Carrasco, Mr. Nicholson

**In Attendance:** Dr. Latham, Superintendent  
Dr. Warry, Deputy Superintendent  
Dr. Tutwiler, Deputy Superintendent  
Mr. McHugh, School Business Administrator  
Attorney Mihos  
Mr. Iarrobino, Secretary of the School Committee

Chairman Ford presided.

Item 1: Emergency Parking ban in school yards

The Chair invited members of the audience to voice their views on the parking ban.

Lynn City Councilors Walsh and Cyr expressed anger over the recent decision to stop the neighbors from using the school parking lots during snow emergencies. The Councilors voiced concern for public safety and asked that the school yards be left open.

Lynn City Solicitor, James Lamanna noted that the School Department is the sole authority regarding this issue.

Lynn Commissioner of Inspectional Services Michael Donovan answered questions from Committee members regarding the placing of locks at the entrances to the school parking lots. Mr. Robert Stilian, Parking Department spoke about the need to clear the lots after a snow storm and the need to tow vehicles that are left in the school yard after a storm.

The Chair suggested a committee be created comprised of three School Committee members and three City Councilors regarding this issue.

Ms. Coppola made a motion to open all the school parking lots that had been opened in 2015 during snow storms and recommend to the full Committee. Seconded.

**Roll Call**

<b>Member</b>	<b>Vote</b>
Mr. Ford	Yes
Ms. Coppola	Yes
Ms. Gately	Yes

Motion passed.

A motion from the floor was made to adjourn at 7:05 p.m. Seconded.  
Motion passed on a voice vote.

THOMAS P. IARROBINO  
Secretary of the School Committee

nab

Adopted: January 26, 2017

**LYNN PUBLIC SCHOOLS**  
**James Leo McGuinness Administration Building**  
**100 Bennett Street**  
**Lynn, Massachusetts**

**Policy Sub-Committee Meeting and a  
Committee of the Whole Meeting**  
**Thursday, January 12, 2017 at 7:05 p.m.**

**Members present:** Ms. Capano, Chair  
Mr. Ford  
Mr. Nicholson

**Observing:** Ms. Carrasco, Ms. Gately, Mayor Kennedy

**In Attendance:** Dr. Latham, Superintendent  
Dr. Warry, Deputy Superintendent  
Dr. Tutwiler, Deputy Superintendent  
Mr. McHugh, School Business Administrator  
Attorney Mihos  
Mr. Iarrobino, Secretary of the School Committee

Chairman Capano presided.

Item 1: Family Education and Privacy Act

A motion from the floor was made to approve the Family Education and Privacy Act and recommend to the full Committee. Seconded. Motion passed on a unanimous voice vote.

A motion from the floor was made to adjourn at 7:07 p.m. Seconded.  
Motion passed on a voice vote.

THOMAS P. IARROBINO  
Secretary of the School Committee

Nab

Adopted: January 26, 2017

**LYNN PUBLIC SCHOOLS**  
**James Leo McGuinness Administration Building**  
**100 Bennett Street**  
**Lynn, Massachusetts 01905**

**First Regular Meeting of the School Committee**  
**Thursday, January 12, 2017 at 7:14 p.m.**

Members present: Ms. Capano, Ms. Carrasco, Ms. Coppola, Mr. Ford, Ms. Gately  
Mr. Nicholson, Mayor Kennedy

Student Advisory Committee: Gabrielle Graham, Fecteau-Leary Middle School

In Attendance: Dr. Latham, Superintendent  
Dr. Warry, Deputy Superintendent  
Dr. Tutwiler, Deputy Superintendent  
Mr. McHugh, School Business Administrator  
Attorney Mihos  
Mr. Iarrobino, Secretary of the School Committee

Mayor Kennedy presided.

The Mayor opened the meeting with a salute to the flag and a moment of silence.

**NECROLOGY**

1. Stephen R. Walsh – retired teacher on November 30, 2016
2. Donald P. Ferguson – retired electrician on December 3, 2016
3. Ellen Hughes – retired Special Education Administrator on December 18, 2016

**MINUTES**

None Listed.

**APPOINTMENTS / ELECTIONS**

1. Stephanie Clayman – Acting Program Specialist at Ingalls effective December 19, 2016
2. Robert Zollo – Guidance Counselor at English High School effective January 3, 2017
3. Cara Crowley – Softball Coach at English High School
4. Patty Klibansky – Assistant Director of Curriculum and Instruction for Art: Visual Arts, Theatre, and Dance effective January 3, 2017
5. Eva O'Malley – Director of Lynn Evening Enrichment Program effective January 4, 2017
6. Election of Administrator of Special Education

Discussion ensued. Ms. Capano made a motion to repost the position of Administrator of Special Education.

<b>Roll Call Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes
Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes
Mayor Kennedy	Yes

Motion passed.

## **PRESENTATIONS**

### 1. Turn Around in Massachusetts and Cradles to Crayons

Dr. Mary Dill, Principal, Connery Elementary School, showed two videos on how Turn Around in Massachusetts and Cradles to Crayons programs helped improve the Connery School.

## **ENROLLMENT**

Dr. Latham provided an overview of the enrollment showing the monthly increases that have occurred during this school year.

## **UNFINISHED BUSINESS**

### 1. Net School Spending Update

Mr. Nicholson made a motion to Table. Seconded. Motion passed on a voice vote.

## **NEW BUSINESS**

1. Request for Sabbatical Leave of Absence – Georgio Broufas for September 2017 – half semester – full pay.

<b>Roll Call Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes
Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes
Mayor Kennedy	Yes

Motion passed.

2. Request to accept donation to Marshall Middle School from Eastern Bank Charitable Foundation for \$2,500 .

Ms. Capano made a motion to approve the donation from Eastern Bank Charitable Foundation. Seconded. Motion passed on a unanimous voice vote.

3. Request to accept donation to Sewell- Anderson Elementary School from Shaw's Supermarket for \$400.

Ms. Capano made a motion to approve the donation from Shaw's Supermarket. Seconded. Motion passed on a unanimous voice vote.

4. Request to accept donation to Drewicz Elementary School from Mr. Thomas Gould, Treadwell's Ice Cream for \$200.

Ms. Capano made a motion to approve the donation from Mr. Gould. Seconded. Motion passed on a unanimous voice vote.

5. Ms. Capano made a motion to formally request the Lynn City Council to take all necessary votes in order to conduct a special election on March 14, 2017 requesting the voters to approve the construction of two new middle schools at McManus Field and the Reservoir site contingent upon funding assistance from the Massachusetts School Building Authority with the precise language of said ballot question to be drafted and approved by the City Solicitor's Office and the MSBA. Seconded.

#### **Roll Call**

<b>Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes
Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes
Mayor Kennedy	Yes

Motion passed.

6. Ms. Capano made a motion to formally request the Lynn City Council to take all necessary votes to hold a special election requesting the voters to approve a debt exclusion to assist in financing the construction of two new middle schools at McManus Field and the Reservoir site with the precise language of said ballot question to be drafted and approved by the City Solicitor's Office and the Chief Financial Officer.

#### **Roll Call**

<b>Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes
Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes

Mayor Kennedy Yes

Motion passed.

7. Ms. Capano made a motion to formally request the Lynn City Council to initiate eminent domain proceedings of the property at 97 Parkland Avenue, Lynn Massachusetts for the purpose of constructing a roadway to the new Pickering Junior High School.

### **Roll Call**

<b>Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes
Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes
Mayor Kennedy	Yes

Motion passed.

### 7. Grant Communication Contract

Mayor Kennedy provided information on the procedures required during Grant Communication Contracts. No vote was taken

### 8. Food Service Contract

Ms. Coppola suggested an Ad Hoc Sub-Committee be created to review the Food Service Contract and School Lunch issues.

The Mayor asked for volunteers to serve on this Ad Hoc Sub-Committee.

The following volunteered:

- Ms. Coppola, Chair
- Ms. Carrasco
- Mr. Ford

### 9. Ratification of votes taken in the Ad Hoc Uniform Policy Sub-Committee meeting

No votes were taken.

### 10. Ratification of votes taken in the Buildings & Grounds Sub-Committee: Emergency parking

Mr. Ford made a motion to open all schools that were open in 2015 - 2016 for Snow Emergency Parking. Seconded.

### **Roll Call**

<b>Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes



Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes
Mayor Kennedy	Yes

Motion passed.

10. Ratification of votes taken in the Policy Sub-Committee: Family Education and Privacy Act Policy.

Ms. Capano made a motion to approve the Family Education and Privacy Act Policy. Seconded.

### **Roll Call**

<b>Member</b>	<b>Vote</b>
Ms. Capano	Yes
Ms. Carrasco	Yes
Ms. Coppola	Yes
Mr. Ford	Yes
Ms. Gately	Yes
Mr. Nicholson	Yes
Mayor Kennedy	Yes

Motion passed.

### **COMMUNICATIONS AND INFORMATION**

1. Enrollment report January 1, 2017
2. School Committee Meeting Dates for 2017
3. DESE Letter – Notification of Approval Status for Fallon Elementary School
4. Northshore Education Consortium – Annual Report 2015-2016.
5. Superintendent's Report

- Administrator of Special Education Posting
- Enrollment Update  
Answering questions were Dave Hegan, Director of Transportation and the Parent Information Center and Assistant Database Manager Maura Scherrer
- Commendation for the work of our Food Service personnel Lori Bogart and Kevin Richardson for the work they did at the Classical High School shelter for the fire victims.
- Online testing preparations for grades 4 and 8 is continuing.

### **PERSONNEL**

#### **LEAVE OF ABSENCE - Teachers**

1. Helena Kaczenas, assigned to Gr. 2 at Hood to extend unpaid Maternity Leave of Absence from return date of 2/6/17 to a return date of 3/13/17. Using 20 additional unpaid days.
2. Katherine Cornwall, assigned to Gr. 1 at Cobbet, Family Medical Maternity Leave of Absence eff. 2/8/17 thru to May 18, 2017. Using 45 paid days.

3. Carrie Sachetta, assigned to English at Marshall, paid Maternity Leave of Absence, eff. 1/4/17 thru to 2/27/17. Using 12 paid days.
4. Elizabeth Palange, assigned to Special Ed at Connery, Family Medical Maternity Leave of Absence eff. 2/3/17 thru the end of the year June 2017. Using 60 days paid.
5. Catherine Griffin, assigned to Reading at Pickering, unpaid Family Medical Leave of Absence eff. 1/3/17.
6. Susannah Davis, assigned to Gr. 5 at Washington, unpaid Marriage Leave of Absence eff., 4/22/17 for 2 weeks.

### **ASSIGNMENTS - Teachers**

1. Dianne Cashman, assigned to Special Ed at Breed, eff., 1/3/17. Certified.
2. Lauren Anderson, assigned to Special Ed Math at English, eff., 1/3/17. Certified.
3. Edward Tivnan, reassigned to Temporary Building Sub, at Classical eff., 1/3/17.
4. Scott Fiore, reassigned from Building Sub at Classical to long term sub PE at Classical, eff. 1/3/17. Non Certified.
5. Dorothy Frost, assigned to Building Sub at Classical eff. 12/19/16.
6. Matthew Johnson, reassigned from Building Sub to Resource Inclusion at Breed, eff. 11/14/16 thru to 12/23/16. Non Certified.
7. Pamela Muise, reassigned to Gr. 3 at Ford eff. 12/16/16. Certified.
8. Kerry Corcoran, reassigned to All Day K at Sewell Anderson, eff. 1/3/17. Certified.
9. Todd Burton, reassigned from Building Sub at Marshall to long term sub English, eff. 1/4/17. Non Certified.
10. Isabelle Bertolozzi, assigned to temporary Building Sub at Marshall eff. 1/4/17.
11. Michele Roy, assigned to Gr. 5 at Drewicz, eff. 1/17/17. Certified.
12. Jody MacCallum, reassigned from Building Sub at Ingalls to Gr. 4 long term sub eff. 1/9/17. Not Certified.

### **RESIGNATIONS - Teachers**

1. Andrew Goetschius, assigned to ESL/ELA at Breed, resignation eff. 1/6/17.
2. Kristen Pepp, assigned to ESL at Ingalls, resignation eff. 1/13/17.
3. Jacquelyn Collier, assigned to Gr. 5 at Ingalls, resignation eff. 1/6/17.
4. Karen Perez, assigned to Building Sub at Classical, resignation eff. 12/16/16.
5. Anthony Perillo, assigned to Building Sub at LVTI, resignation eff. 12/16/16.
6. Timothy Phelps, resigned Assistant Athletic Director position only at Classical eff. 12/23/16.
7. Karen Thistle, assigned to Special Ed Math at English, resignation eff. 12/23/16.

### **RETIREMENTS - Therapist**

1. Marie Cawlina-Kasle, assigned to Occupational Therapist, Special Ed, retirement eff. 2/24/17.

### **RETIREMENTS - Teacher Aide**

1. Paula Chandler – assigned to Pickering, retirement eff. 12/31/16.
2. Dorothy D'Eon – assigned to Washington, retirement eff. 2/9/16.

### **LEAVE OF ABSENCE - Lunch Aide**

1. Dianne Marcinko – assigned to Drewicz, unpaid leave of absence eff. 1/3/17.

### **RESIGNATION - Lunch Aide**

1. Maxo Annulus – assigned to Ingalls, resignation eff. 12/6/16.

2. Meghan Beyea – assigned to Shoemaker, resignation eff. 12/6/16.
3. Kimi Denning- assigned to Lynn Woods, resignation eff. 12/31/16.
4. Sally Gillette – assigned to Brickett, resignation from Breakfast Aide and Hot Breakfast Aide eff. 1/3/17.

#### **CLERICAL - Retirements**

1. Anastacia Saltzman, assigned to Clerk Steno at Breed, retirement eff. 2/3/17.

#### **CAFETERIA - Appointments**

1. Janice Aliferis – assigned to Pickering Middle School, 4 Hour Permanent Part-Time Café Helper, eff. 10/28/16
2. Kearstin Rock – assigned to English High School, 4 Hour Permanent Part-Time Café Helper, eff. 10/31/16
3. Cheryl Burke – assigned to Thurgood Marshall Middle School, 4 Hour Permanent Part-Time Café Helper, eff. 11/1/16

#### **CAFETERIA – Leave of Absence**

1. Kimberly St. Ives – assigned to Breed, unpaid Leave of Absence eff. 9/1/2016 through the end of the school year 2016 – 2017

A motion from the floor was made to adjourn at 9:23 p.m. Seconded.

Motion passed on a unanimous voice vote.

THOMAS P. IARROBINO  
Secretary of the School Committee

Nab

Adopted: January 26, 2017