

**REGULAR MEETING
 OF THE NEW BEDFORD SCHOOL COMMITTEE
 ~MINUTES~**

- PRESENT:** MAYOR MITCHELL, MR. OLIVEIRA, MR. AMARAL, DR. FINNERTY, MR. LIVRAMENTO, MR. NOBREGA, MS. POLLOCK
- ABSENT:** NONE
- IN ATTENDANCE:** DR. DURKIN, MR. DEFALCO, DR. RABINOVITCH, MS. EMSLEY, MRS. DUNAWAY (Recording Secretary)

Student Representative, Sarah Hope, was not in attendance.

Approval of Minutes:

Voted UNANIMOUSLY, on a motion by Dr. Finnerty and seconded by Ms. Pollock to accept the following minutes as presented:

- Facilities Sub Committee – December 11, 2014
- Finance Sub Committee – January 7, 2015
- Regular Meeting – January 12, 2015

Superintendent’s Report (Dr. Durkin): (Supporting documents labeled “4A”)

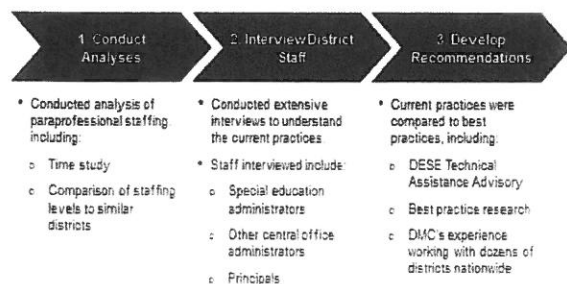
Dr. Durkin presented the Paraprofessional Utilization Report for New Bedford Public Schools. Funding for the study, developed by District Management Council (DMC), was awarded to the district by the Department of Elementary and Secondary Education. Dr. Durkin explained that the report will help as the district moves forward to make the necessary changes.

Diane Ullman from DMC delivered the report via a Power Point presentation. She explained that paraprofessionals in the district were asked last spring to record what they did as part of their position.

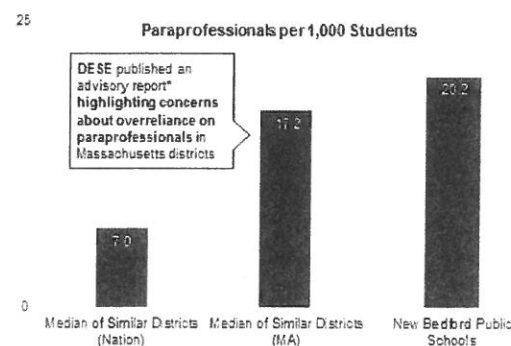
The recommendations outlined today are the result of data analysis, extensive interviews, and a comparison of current practice to best practice.

The District relies more heavily on paraprofessional staff to support struggling students than similar districts.

Overview of Review Methodology



Paraprofessional Staffing Levels



*Source: DESE Technical Assistance Advisory, Special Education 2/14/15

The report outlines six recommendations to increase the effectiveness of how the District uses paraprofessionals to serve students with an IEP.

Summary of Recommendations

The District Should...

- 1. Establish clear roles and responsibilities for paraprofessional staff serving students with disabilities.
- 2. Establish a process and criteria for determining whether or not a student requires access to paraprofessional support.
- 3. Develop a strategy for recruiting, screening, interviewing, and hiring high-quality candidates for paraprofessional positions.
- 4. Move toward employing only one type of paraprofessional to serve students with disabilities.
- 5. Assign paraprofessionals based on student needs at the beginning of each school year and reassess those needs periodically thereafter.
- 6. Develop a more effective approach and process to train and evaluate paraprofessional staff.

Note: For more details, please see the full report.

www.dmoounohi.org

The District should establish clear roles and responsibilities for paraprofessional staff serving students with disabilities.

Revised Roles and Responsibilities – Excerpt

Paraprofessionals Should...

- Provide non-academic supports to students only when necessary
 - Example: Working with a student to develop a system for keeping assignments organized
- Support (not provide) primary classroom instruction
 - Example: Listening to a student read after core instruction ends

Paraprofessionals Should Not...

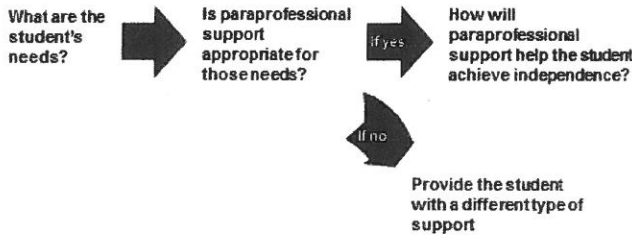
- Provide primary instruction to students
 - Example: Conducting reading instruction during the core reading block
- Support a student or group of students for the entire day unless student needs require it
 - Example: A student only struggles during transitions between classes, but has a paraprofessional assigned to her all day

Note: For more details, please see the full report.

www.dmoounohi.org

The District should establish a process and criteria for determining whether or not a student requires access to paraprofessional support.

Revised Process for Determining Student Needs



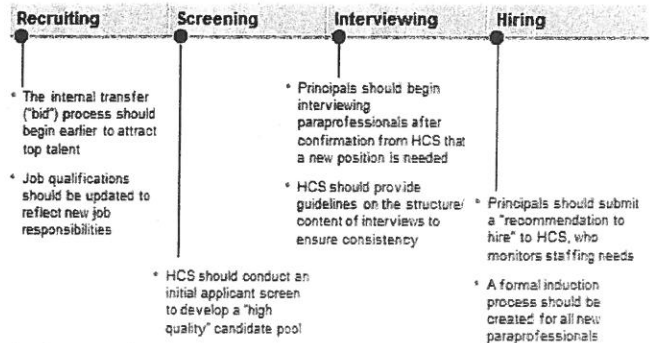
Key Takeaway: Not all struggling students require paraprofessional support.

Note: For more details, please see the full report.

www.dmoounohi.org

The District should develop a process for recruiting, screening, interviewing, and hiring high-quality paraprofessional candidates.

Revised Process for Hiring a Paraprofessional



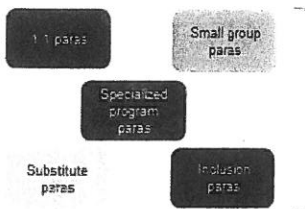
Note: Recommendation #6 dependent on reorganization of paraprofessionals contract. For more details, please see the full report.

www.dmoounohi.org

The District should move toward employing only one type of paraprofessional to serve students with disabilities.

Types of Paraprofessionals

Currently there are many different types of paraprofessionals meeting student needs.



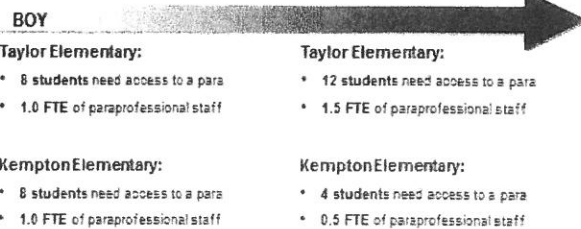
The District needs to shift to employing one type of paraprofessional who can serve a variety of students.

Note: Recommendation #1 dependent on reorganization of paraprofessionals contract. For more details, please see the full report.

www.dmoounohi.org

The District should assign paraprofessionals based on student needs at the beginning of each school year and reassess those needs periodically.

Assigning Paraprofessional Staff – Illustrative Example



Key Takeaway: Reassessing student needs during the year allows the District to reallocate staff as necessary, to more effectively meet student needs.

Note: Recommendation #6 dependent on reorganization of paraprofessionals contract. For more details, please see the full report.

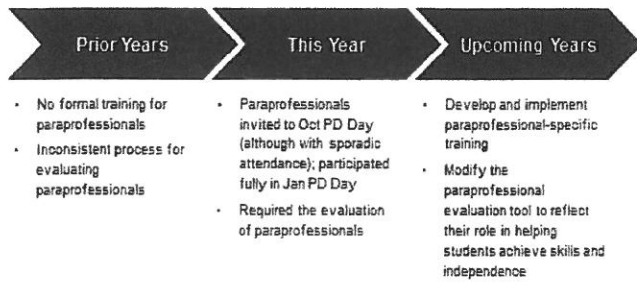
www.dmoounohi.org

The District should develop a more effective approach and process to train and evaluate paraprofessional staff.

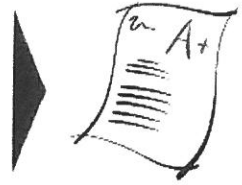
Implementing these recommendations will help the district make significant strides toward improving student outcomes.

Changes to the Training and Evaluation of Paraprofessionals

Implementation of the Recommendations

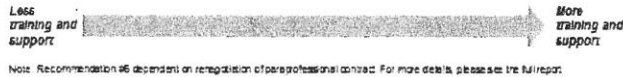


- The District Should...
- Establish clear roles and responsibilities for paraprofessional staff serving students with disabilities
 - Establish a process and criteria for determining whether or not a student requires access to paraprofessional support
 - Develop a strategy for recruiting, screening, interviewing, and hiring high-quality candidates for paraprofessional positions
 - Move toward employing only one type of paraprofessional to serve students with disabilities
 - Assign paraprofessionals based on student needs at the beginning of each school year and reassess those needs periodically thereafter
 - Develop a more effective approach and process to train and evaluate paraprofessional staff



If the district can implement these recommendations...

...then the quality of services will improve, driving student growth!



Dr. Ullman commented that there should be a list describing the roles for Paras. This does not exist and it varies from school to school. The job description should also be re-written and there should be a clear understanding of what a para should be doing and when a student needs a para. Dr. Ullman also pointed out that by law, all paras must be "highly qualified". Currently, there are approximately 35 paras in the district who do not meet this qualification; one reason being is that the low pay is an issue in hiring highly qualified individuals. Another recommendation brought forth is to look at the bidding process and the time frame involved that does not meet the needs of the district.

Dr. Durkin followed up by stating that paraprofessionals need and welcome more professional development and need to be instructed on what to do and what not to do so that they can be effective.

Dr. Durkin informed the Committee that the Parker School hours would be changing in September from 8:30 to 4:00 to 8:00 to 3:30. This has been agreed to by staff and welcomed by parents.

Business Office Report (Dr. Rabinovitch): (Supporting documents labeled "4B")

Dr. Rabinovitch, on the recommendation from the Finance Committee, requested several transfers of funds.

After a brief discussion, the Committee voted UNANIMOUSLY, on a motion by Ms. Pollock and seconded by Mr. Amaral, to approve the following budget transfers:

TRANSFER OF FUNDS

From	Function Obj	From Description	To	Function Obj	To Description	Amount	Reason
11538450	2210	5E+05 Parker Princ Office Supplies	11539540	4230	5E+05 Maintenance of Equip Cont Serv	251.00	to cover maintenance agreement on copy machine
09533150	2410	5E+05 Lincoln Workbooks	09539540	4230	5E+05 Maintenance of Equip Cont Serv	4,000.00	to cover maintenance agreement on copy machines
12538450	2210	5E+05 Rodman Principal Office Supplies	12538060	4130	6E+05 Rodman Telephone	60.00	to cover fax line for remainder of year
07839550	2430	5E+05 Hayden McFadden Classrm Supplies	07838060	4130	6E+05 Hayden McFadden Telephone	60.00	to cover fax line for remainder of year
21333080	2410	6E+05 District Wide Textbooks	12333150	2410	5E+05 Pulaski Workbooks	5,877.69	to cover duplicate book order for Pulaski School

Dr. Rabinovitch continued with the following update:

FY 15 Budget:

- A brief review of the current financial report was given including the fact that the reimbursement for Solar Power (\$27,000) helped offset the utility bills.
- Dr. Rabinovitch and Nancy Carvalho (Supervisor of Food Service) are invited to join a panel to discuss the Universal Lunch program.
- The Preliminary FY16 budget will be presented at the Finance Committee meeting in April.

MSBA

- The Technology and HVAC improvements at NBHS are nearly complete.
- The new phone and security system is scheduled to be completed at the end of April.
- MSBA members plan to visit New Bedford in the near future.

Voted UNANIMOUSLY, on a motion by Mr. Oliveira and seconded by Mr. Amaral, to accept the Business Office Report.

Personnel Report (Ms. Emsley): (Supporting documents labeled "4C")

Ms. Emsley reviewed the personnel report with the Committee. She reported that there were three new hires, 10 retirements, two resignations, two additional teacher substitutes since the last report in February.

Ms. Emsley informed the Committee that she and/or her staff would be attending approximately 22 job fairs to recruit staff.

Voted UNANIMOUSLY, on a motion by Mr. Nobrega and seconded by Dr. Finnerty, to accept the Personnel Report.

Voted UNANIMOUSLY, on a motion by Mr. Oliveira and seconded by Mr. Amaral, to take agenda items 6A and 6B out of order.

Voted UNANIMOUSLY, on a motion by Dr. Finnerty and seconded by Mr. Oliveira, to approve a request from Jane Jacobsen/NBHS for permission to take 50 students and five chaperones to New York City on April 30, 2015, to visit the NYC Wholesale Buying District at no cost to the district. (Document labeled 6A)

Simone Bourgeois, Facilitator at Sea Lab addressed the Committee in regard to the request to raise the tuition rates for the 2015 summer session at Sea Lab. Ms. Bourgeois noted that many camps in the area charge much more than the Sea Lab program does in the summer. (Document labeled 6B)

Voted UNANIMOUSLY, on a motion by Mr. Nobrega and seconded by Mr. Oliveira, to approve a request from Simone Bourgeois/Facilitator/Sea Lab, to increase the tuition for 2015 Summer Sea Lab as follows:

New Bedford resident – from \$370 to \$380
Non-resident – from \$470 to \$480

Mr. Amaral suggested that in the future, the rate increase be absorbed by non- residents only.

Several members gave reports including Ms. Pollock who delivered the quarterly report from Southeastern Massachusetts Educational Collaborative (SMEC) as follows:

- The Board approved several policy revisions to the SMEC Employee Handbook
- The Board voted to enter into negotiations with the Executive Director to renew her contract on July 1.
- The Director updated the Board regarding Collaborative programs and services
- Board members signed the Collaborative' s Articles of Agreement

- The Board approved a revised FY15 Operating Budget
- The Director updated the Board on the proposal for new facilities for the Collaborative' s administrative offices, adult programs and transitional services programs. The Board authorized the execution of a lease.
- A representative from the DESE attended the Board's November meeting and gave an update on proposed legislative changes regarding Collaboratives. She also reminded new Collaborative Board members of their DESE training requirements
- The Director presented an update regarding the implementation of the Collaboratives's Strategic Plan.
- The Collaborative's CPA presented the FY14 Independent Financial Audit to the Board for approval.

Student Representative presented her report.

Public Comment:

- Eddie Johnson – concern about the Education Roundtable
- Les Hull – Promoting whiffle ball tournament for diabetes research sponsored by the BaySox
- Jerry Pinto – Concern over lack of law enforcement regarding snow removal

At 7:55 P.M., on a motion by Mr. Livramento and seconded by Mr. Oliveira, the Committee voted to go into Executive Session, without returning to Open Session, for the following purposes:

- To discuss strategies with respect to negotiations with union personnel
 - AFSCME
- To discuss strategies with respect to negotiations with non-union personnel
- To discuss items under litigation

The roll call vote was as follows:

Mayor Mitchell – Yes	Mr. Amaral – Yes
Ms. Pollock – Yes	Mr. Livramento - Yes
Mr. Nobrega – Yes	Dr. Finnerty – Yes
Mr. Oliveira - Yes	

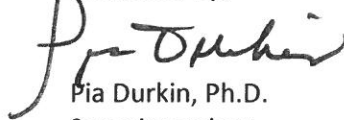
7 – Yeas 0 – Nays 0 – Absent

Respectfully Submitted by,



Lisa P. Dunaway
Recording Secretary

Reviewed by,



Pia Durkin, Ph.D.
Superintendent,
Secretary/School Committee