

MINUTES

The Standing Committee on Curriculum, Instruction and Student Life Wednesday, April 4, 2007

Members Present: Dr. Marie Galinski, Assistant Superintendent; Ms. Annemarie Cesa; Ms. Marie Decker; Mr. David Manzi; Dr. Beverly Dolinsky; Ms. Amy Pasquarello; Ms. Samantha Rosenberg; Ms. Rachel Konaxis;

Members Absent: Mr. Joe Clement; Mr. Aaron Swiniuch

Also in Attendance: Ms. Barbara Fecteau; Ms. Alix Wozniak; Ms. Donna Jenko; Mr. Dan Bauer; Mr. Paul Manzo; Ms. Donna Bergeron

Ms. Cesa called the meeting to order at 7:00 p.m.

I Approval of minutes from Wednesday, March 7, 2007

Action Item: A copy of the Minutes from Wednesday, March 7, 2007 meeting was distributed to the committee.

After a brief discussion and three changes/corrections Ms. Decker moved and Ms. Konaxis seconded to approve the minutes from Wednesday, March 7, 2007 meeting. **So voted.**

II Beverly High School Summer School Proposal – Ms. Betty Taylor

Dr. Galinski introduced Ms. Betty Taylor, Summer School Director. Ms. Taylor reviewed the Beverly Summer School Program 2007 included in the packets. Ms. Taylor said that there would be two sessions, 8:00 a.m. to 10:30 a.m. and 10:50 a.m. to 1:20 p.m. running from July 5th to August 8th. She summarized the cost, including the charge for late registration and courses offered. A brief discussion followed.

III Revised Summer Reading Programs

Elementary School – Dr. Marie Galinski

Middle School – Ms. Alix Wozniak

BHS – Ms. Barbara Fecteau / Mr. Bob Dunn

Dr. Galinski reviewed with the Committee the Elementary Summer Reading 2007 Program and explained that there is a new theme this year, "Catch the Beat". Dr. Galinski said that while it is not mandatory reading the students are recognized for what they do read. Book lists are available on the library website. Ms. Wozniak, Briscoe Middle School Librarian and Ms. Fecteau, Beverly High School Librarian reviewed their summer reading lists and the programs as well. Both Briscoe and Beverly High School have a new book lists, giving the students a much wider selection and new formats. Ms. Wozniak and Ms. Fecteau explained where the students can get the books and what is expected of the students.

IV Approval of Handbooks

Elementary Handbooks - Dr. Galinski reviewed the changes made to the handbook as follows:

Cover Page - Notice of Non-Discrimination – the word *religion* needs to be added.

Page 5 - Elementary Homework Guidelines – *new*

Page 8 - Grade Retention – The following sentence was added: *The team will consider attendance, academic performance, effort, and social/emotional readiness when making recommendations for retention.*

Page 9 - Evacuation Plans – The following sentence was added: *Details of individual plans are available in each building office.*

Page 10 – School Council – The following sentence was added: *Meeting dates and times are posted on the school website calendar.*

Page 10 – Parent/Teacher Organization (PTO) – The following sentence was added: *Dates and times are posted on the school website calendar.*

Page 12 – Connect-Ed – At the meeting it was decided that the following sentence should be added: *If any personal information changes please notify school to stay “connected”.*

Page 13 – Electronic Devices – The following was added: *...game, or video recording devices.*

Page 17-18 – Fine Arts/Instrumental Music – The following contact information was added at the end of the paragraph: *...the office of the Assistant Superintendent at 978-921-6100, ext. 714.*

Page 23 – Weather Emergencies – Change BEV-TV -Continental Cablevision to *BEV-TV Comcast Cablevision.*

Page 24-25 - Massachusetts School Immunization Requirements 2005* - Updated with *Massachusetts School Immunization Requirements 2006**.

Page 26 – Emergency Card Information – After bee stings, latex, etc... the following was added *...and any medications that the child takes on a daily basis.* And after ...emergency contact people the following was added – *...or health information.*

Page 27 – Communicable Diseases – the following was added to runny ear *or eye.* The following was added to the end of the paragraph – *The nurse may ask for a note from the child’s pediatrician. The school nurse will notify parents of a communicable disease incidence as appropriate.*

Page 29 – Medications At School – In the third paragraph they added *...acetaminophen.*

Page 37 – Level II Infractions – The following was added – *Internet harassment.*

Briscoe Middle School - Ms. Donna Jenko, Associate Principal, reviewed the Middle School Handbook with only one change:

Page 7 - Grade Promotion/Retention the following was added - *...Students must pass ELA, Math, and either Science or Social Studies for the year to be promoted to the next grade. Students will be required to take one or more courses in summer school to be considered eligible for promotion if one or more of the following conditions apply: - Student fails ELA for the year. – Student fails Math for the year. – Student fails Science and Social Studies for the year.*

It was also noted that the word “*religion*” needed to be added to the Notice of Non-Discrimination.

Beverly High School - Mr. Dan Bauer, Assistant Principal, reviewed the one change to their handbook:

Page 32 - Electronic Device Policy – The following sentence was added ...
IPods will not be allowed during the school day.

It was noted by the Committee members that the phone number and web site needed to be added to both the middle and the high school cover page.

Ms. Decker moved and Ms. Pasquarello seconded to approve the Elementary, Middle and High School Handbooks with the corrections noted. **So voted.**

V Policies

a. Pediculosis

Action Item: A copy of the Pediculosis Policy was distributed to the committee.

After a brief discussion it was moved by Ms. Konaxis and seconded by Ms. Pasquarello to approve the policy on Pediculosis.

Remove the last sentence: "In the event of a third occurrence, the Beverly Public Health Department will be notified." **So voted.**

b. Acceptable Use of Technology

Action Item: A copy of the Acceptable Use of Technology Policy was distributed to the committee.

After a brief discussion it was moved by Ms. Rosenberg and seconded by Ms. Decker to approve the policy on Acceptable Use of Technology with no changes. **So voted.**

c. Administering Medication to Students

Action Item: A copy of the Administering Medication to Students was distributed to the committee.

After a brief discussion it was moved by Ms. Konaxis and seconded by Ms. Pasquarello to approve the policy on Administering Medication to Students with no changes. **So voted.**

The meeting adjourned at 8:10 p.m.

The next meeting for the Standing Committee on Curriculum, Instruction and Student Life is scheduled for Wednesday, May 2, 2007 at 6:30 p.m.

Respectfully Submitted,

Annemarie Cesa, M.Ed., Chairperson
Beverly School Committee