

School Site Council Rolling Agenda  
SY 22'-23'

<p><b>Norms/Expectations:</b></p> <ul style="list-style-type: none"><li>● We will enter this work with a <b><u>LENS OF RACE AND EQUITY!</u></b></li><li>● <b>Start on Time. End on Time.</b></li><li>● <b>Assume best intentions while keeping ALL kids at the center.</b></li><li>● <b>Speak with direct honesty, candor and empathy.</b><ul style="list-style-type: none"><li>○ Say it here. / Be honest. / Have patience/ Equal Airtime /Stay on Topic</li></ul></li></ul>	<ul style="list-style-type: none"><li>● <b>Operate with respect, open-mindedness and reflectiveness</b><ul style="list-style-type: none"><li>○ Respectfully agree-disagree.</li><li>○ Include all points of view</li></ul></li><li>● <b>Embrace outcomes as a unified team</b><ul style="list-style-type: none"><li>○ Embrace change / Growth mindset / Solutions oriented/ Be brave!</li></ul></li></ul>
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6/21/23

Zoom Link: <https://k12-bostonpublicschools.zoom.us/j/82630335108>

Goals:

-To provide school wide updates

Time:	Content:	Notes/Resources:
10 min	<p><b>I. School Wide Updates</b></p> <p>Hiring: 4th, Health*, and ABA K2/1st grade</p> <p>Paras: Filled:</p> <ol style="list-style-type: none"><li>1. ESSER Funded: ABA Inclusion Para: Ms. Kim Fortune*</li><li>2. ESSER Funded: Upper Inclusion: Karen Kane (Para Pool)</li><li>3. 8th Grade Inclusion: Aslin Santos (Para Pool)</li><li>4. 7th Grade Inclusion: Andrew Dulac (currently: Upper Inclusion Para)</li></ol> <p>Paras: Open Positions: To be Posted:</p> <ol style="list-style-type: none"><li>1. 7th/8th ABA Para: Mr. Oser is leaving the Kilmer*</li><li>2. 7th/8th ABA Para: Ms. Trisha Dwyer is potentially being hired as our ABA K2/1st Grade Teacher</li><li>3. 2nd/3rd Grade Para: Ms. Gerber is retiring</li><li>4. ABA 2nd/3rd: Ms. Curran has accepted a teaching position at another school.</li></ol> <p><b>Next Steps:</b></p> <ol style="list-style-type: none"><li>1. Confirm open teacher positions</li><li>2. OHC posts positions</li></ol>	

3. Setting up interviews for next week.

5 min.

## II. General Updates

- Mayor Wu visits the Upper
- 3rd Graders visit the Upper (family tours are tonight)
- Sporting Events
- Election Sites
- Financial/Cost Assessment of changing our Start and End time
- EOY Celebrations: EC, K2, and 8th grade Moving Up Ceremonies

-Our Instructional Focus for next year:

All educators across all academic disciplines will provide daily unfettered access to complex, grade-level, culturally-affirming texts and tasks and students will have opportunities to read, discuss, and **write** from such text.

- Our Focus will be on writing across content areas
- PLC teams started to identify possible “Student Outcomes”
- Creating a PD plan aligned to our focus

-THANK YOU!!!!



15 min.

## III. Open Floor

5/17/23

**Zoom Link:** <https://k12-bostonpublicschools.zoom.us/j/81564619454>

**Goals:**

-To revisit/vote on our School Start and End Time and our Foreign Language Special

**Agenda:**

Time:	Content:	Notes/Resources:																				
6:00 - 6:05	<p><b>I. SSC By-Laws Review: Consensus Building</b></p> <p>-Gaining Consensus per our <a href="#">SSC By-Laws</a> Our <a href="#">bylaws</a> lay out a process:</p> <p>(1) discussion of the issue            (2) formation of a proposal based on the discussion            (3) call for consensus ("fist to five") from Voting Members:  <i>5 = Very Strong Agreement</i>  <i>4 = Strong Agreement</i>  <i>3 = I can live with this decision</i>  <i>2 = Agreement with reservations</i>  <b>1= Disagreement and blocks the vote</b>  <b>Fist = blocking the decision, very strong disagreement</b></p> <p>If we don't reach consensus:</p>	<p><a href="#">SSC Roster:</a> Voting Members: <math>\frac{2}{3} = 9</math> members</p> <table border="1" data-bbox="1325 781 2039 1377"> <thead> <tr> <th data-bbox="1325 781 1677 854">Staff:</th> <th data-bbox="1677 781 2039 854">Families:</th> </tr> </thead> <tbody> <tr> <td data-bbox="1325 854 1677 911"><b>Joseph Foley</b></td> <td data-bbox="1677 854 2039 911"><b>Anna Dore</b></td> </tr> <tr> <td data-bbox="1325 911 1677 967"><b>Elizabeth Swanson</b></td> <td data-bbox="1677 911 2039 967"><b>Lauren Sichta Bryant</b></td> </tr> <tr> <td data-bbox="1325 967 1677 1024"><b>Aimee Francis</b></td> <td data-bbox="1677 967 2039 1024"><b>Masai King</b></td> </tr> <tr> <td data-bbox="1325 1024 1677 1081"><b>Colleen Cummings</b></td> <td data-bbox="1677 1024 2039 1081"><b>Kristen Leathers</b></td> </tr> <tr> <td data-bbox="1325 1081 1677 1138"><b>Kim Schindler</b></td> <td data-bbox="1677 1081 2039 1138"><b>Joe Kayser</b></td> </tr> <tr> <td data-bbox="1325 1138 1677 1195"><b>Katie Collins</b></td> <td data-bbox="1677 1138 2039 1195"><b>Maximiliana DiAngelis</b></td> </tr> <tr> <td data-bbox="1325 1195 1677 1252"><b>Julie Windwalker</b></td> <td data-bbox="1677 1195 2039 1252"><b>Alan Tenney</b></td> </tr> <tr> <td data-bbox="1325 1252 1677 1308">Alternate:</td> <td data-bbox="1677 1252 2039 1308">Alternate: Igor R.</td> </tr> <tr> <td data-bbox="1325 1308 1677 1365">Beth Matlin</td> <td data-bbox="1677 1308 2039 1365">Arie O'Connor</td> </tr> </tbody> </table>	Staff:	Families:	<b>Joseph Foley</b>	<b>Anna Dore</b>	<b>Elizabeth Swanson</b>	<b>Lauren Sichta Bryant</b>	<b>Aimee Francis</b>	<b>Masai King</b>	<b>Colleen Cummings</b>	<b>Kristen Leathers</b>	<b>Kim Schindler</b>	<b>Joe Kayser</b>	<b>Katie Collins</b>	<b>Maximiliana DiAngelis</b>	<b>Julie Windwalker</b>	<b>Alan Tenney</b>	Alternate:	Alternate: Igor R.	Beth Matlin	Arie O'Connor
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	<p>(4) identification of concerns  (5) modification of the proposal and 2nd call for consensus, and if consensus still isn't reached  (6) 3rd call for consensus at the following meeting, and finally, if necessary  (7) a move to a 2/3 majority vote = 9 voting members  (8) Voting Procedure: Each “In-Person” SSC voting member will receive a paper ballot to cast their vote.  -Any voting members that are on “Zoom”, will vote, using the Chat Option only to Joe  Votes will be counted publicly.</p>	
<p>6:05 - 6:30</p>	<p><b>II. Specialist: Foreign Language or Health</b>  <b>Our Inquiry:</b> Should we sustain a .8 Spanish teacher or should we shift to a .8 Health Teacher for SY 23’-24’?</p> <ol style="list-style-type: none"> <li><b>Resource Review</b></li> <li><b>Whole Group Discussion:</b>  -Currently, all students in grades 6th - 8th have two blocks of Spanish per week  -We do not provide Health at the Upper, BPS is providing support for this year only.  -<b>If we do not have a Health teacher, it will be very challenging to provide our students with Health education next year.</b>  -What are the benefits of offering a Foreign Language/Spanish?  -What are the challenges of not offering Health to our students?  -Knowing that both of these offerings are important, which is best for our students?</li> </ol>	<p><b>Resources:</b>  -BPS Health: “One pager”  <a href="https://drive.google.com/file/d/1vSlWV2LiGJ-61pbaK9rd5Zmo4c-Kil6i/view?usp=sharing">https://drive.google.com/file/d/1vSlWV2LiGJ-61pbaK9rd5Zmo4c-Kil6i/view?usp=sharing</a>  -<a href="#">BPS Health Overview</a>  -<a href="#">BPS Health: Policy and Curriculum</a></p>

	<p>-Take a few minutes and look at the resources</p> <ol style="list-style-type: none"> <li>3. Proposal: Based on this data: what are we proposing?</li> <li>4. A 3rd Call for Consensus: Fist of Five for all Voting Members</li> <li>5. If we can not reach Consensus, we move to a move to a 2/3 majority vote = 9 voting members</li> </ol> <p>Proposal: <b>We will replace the Spanish/World Language teacher with Health (.8 FTE).</b></p> <p>Consensus is reached, the proposal is passed.</p>	
6:30 - 6:55	<p><b>III. School Start and End Time: Survey Data</b></p> <p><b>Our Inquiry:</b> Does this data suggest that we should move forward in the process of trying to change our School Start and End Time?</p> <p><b>Task: Discussion of the issue:</b></p> <ol style="list-style-type: none"> <li>1. Take 5-10 minutes to review the data</li> <li>2. Whole Group discussion: What does the data tell us?</li> <li>3. Proposal: Based on this data: what are we proposing?</li> <li>4. 3rd Call for Consensus: Fist of Five for all Voting Members</li> <li>5. If we can not reach Consensus, we move to a move to a 2/3 majority vote = 9 voting members</li> </ol> <p>If the SSC votes to change the start/end time, principal meets with our academic superintendent and then transportation to evaluate feasibility on whether the buses can change.</p> <p>Is it possible to address the issue of transportation first to determine</p>	<p>-Data:</p> <ol style="list-style-type: none"> <li>1. <a href="#">Survey Results Slide Deck</a></li> <li>2. <a href="#">Survey: Comments</a></li> <li>3. <a href="#">Spreadsheet</a> (same data different format)</li> </ol>

	<p>whether it's even feasible?</p> <p><b>Proposal:</b> We will change the start/end time to 8:30 Failed to reach consensus for the 3rd time. Moved to vote: 10 yes/4 no - the movement passes</p> <p>Joe will go to academic superintendent tomorrow and begin the process (send out a memo about the vote and move from there)</p>	
6:55 - 7:00	<b>III. Open Floor</b>	


4/26/23

**Zoom Link:** <https://k12-bostonpublicschools.zoom.us/j/88668935604>

**Goals:**

- Review school wide initiatives and plans
- To review our School Start and End Time data and identify next steps
- To discuss our specialists allocations for SY 23'-24'

**Agenda:**

Time:	Content:	Notes:		
6:00 - 6:10	<p><b>I. Principal Update</b></p> <ul style="list-style-type: none"> <li>-Lower: Our cafeteria is now cooking!</li> <li>-Hiring: ABA Interviews next week, 2nd round of K2 interviews, and submitted Anne King for our 4th grade position (pending OHC approval)</li> <li>-BPS provided Health Teacher (.2 = two days per week)</li> <li>-Air conditioning in both campuses</li> <li>-June events calendar</li> <li>-Fundraiser: Cornhole Tournament Sat, May 6th!</li> </ul>			
6:10 - 6:30	<p><b>II. School Start and End Time: Data Review</b></p> <p><b>Our inquiry:</b> Does this data suggest that we should move forward in the process of trying to change our School Start and End Time?</p> <p><b>Task:</b></p> <ol style="list-style-type: none"> <li>6. Take 5-10 minutes to review the data</li> <li>7. Whole Group discussion: What does the data tell us?             <ol style="list-style-type: none"> <li>a. Overwhelming support by faculty to change start time</li> <li>b. Most families support the status quo/weak support for 8:30 start</li> <li>c. When looking at reasons people are opposed to change, cost of</li> </ol> </li> </ol>	<p>-Data:</p> <ol style="list-style-type: none"> <li>4. <a href="#">Survey Results Slide Deck</a></li> <li>5. <a href="#">Survey: Comments</a></li> </ol> <p><a href="#">SSC Roster:</a></p> <p>Voting Members:</p> <table border="1" data-bbox="1346 1317 2053 1393"> <tr> <td data-bbox="1346 1317 1698 1393">Staff:</td> <td data-bbox="1698 1317 2053 1393">Families:</td> </tr> </table>	Staff:	Families:
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childcare and parent/work schedules - those are economic costs and would do harm or impact families

- d. Parents/families are split; if we vote not to move forward, we would upset our staff, which no one wants to be doing
- e. Missing essential services outside of school time is a concern; however, if there is an issue with sports, etc., that should be given a lower priority
- f. If we changed the start/end time, families may have to pay for both before & after care - if we moved in that direction, would we provide support for families? (sliding scale for the Y program - there is the potential for scholarships for families)
- g. Does the data reflect the bus riders and their preferences?
  - i. Mirrors general parent preferences - very slight preference for 9:30 start
- h. If the bus times are a problem and children getting home so late is the issue, does this solve that problem?
- i. From teacher perspective, many staff observe that students struggle in the late afternoon; by 2, the very young children are struggling
- j. Many students leave the lower campus beginning at 3; this is disruptive for classrooms & learning - actually impacting the teaching happening at the upper as well
- k. Concerns about going in front of the School Committee without a clear consensus from the community

- 8. Proposal: Based on this data: what are we proposing?
  - a. Move forward with the proposition (no consensus)

<b>Joseph Foley</b>	<b>Anna Dore</b>
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<b>Beth Matlin</b>	<b>Ari O'Connor</b>

**Notes:**

- Would it make sense to get more data?
- \*\*ask families: would you be open to an 8:30 start time if there was a free or reduced before/after school program? (we cannot promise this, so should we ask this question)
- \*\*remove 7:30 start time from the survey?
- how many families chose the Kilmer because of the current start/end time?
- what percentage of students go to before/after care and are bus riders overall?
- could we have our own before/after school

	<p>9. Call for Consensus (see below)</p> <div style="border: 1px solid black; padding: 5px;"> <p>-Gaining Consensus per our <a href="#">SSC By-Laws</a>  Our <a href="#">bylaws</a> lay out a process:</p> <p>(1) discussion of the issue  (2) formation of a proposal based on the discussion  (3) call for consensus ("fist to five") from Voting Members:  5 = <i>Very Strong Agreement</i>  4 = <i>Strong Agreement</i>  3 = <i>I can live with this decision</i>  2 = <i>Agreement with reservations</i>  <b>1= Disagreement and blocks the vote</b>  <b>Fist = blocking the decision, very strong disagreement</b></p> <p>If we don't reach consensus:  (4) identification of concerns  (5) modification of the proposal and 2nd call for consensus, and if consensus still isn't reached  (6) 3rd call for consensus at the following meeting, and finally, if necessary  (7) a move to a 2/3 majority vote.</p> </div>	<p>program here at the school?  -the city used to alter the start times, but stopped; Kilmer used to be full/have a wait list  -empty seats could be attributed to many things; one example could be the admissions to exam schools, pandemic, declining enrollment overall etc.</p> <p>Could we investigate the issues that we are in disagreement about?</p>
<p>6:30 - 6:50</p>	<p><b>II. Specialist Position: Spanish</b>  <b>Our Inquiry:</b> Should we sustain a .8 Spanish teacher or should we shift to a .8 Health Teacher for SY 23'-24'?</p>	<p>-is World Language an 8th grade requirement?  No  -requirement for 8th graders to take a health</p>

**6. Whole Group Discussion:**

- Currently, all students in grades 6th - 8th have two blocks of Spanish per week
  - We do not provide Health at the Upper, BPS is providing support for this year only.
  - What are the benefits of offering a Foreign Language/Spanish?
  - What are the challenges of not offering Health to our students?
  - Knowing that both of these offerings are important, which is best for our students?
7. Proposal: Based on this data: what are we proposing?
- a. Make the switch from Spanish to Health (no consensus)

8. Call for Consensus

- course, which our scholars don't currently have access to
- to get credit for spanish in high school, you need to take it at least 3 days a week (in 8th grade), which we can't offer with a .8 position
  - as students come in 6/7/8 grade, they may not have had exposure to Spanish so the course isn't cumulative (Spanish I/Spanish II)
  - both are considered a "special"/elective
  - is there an alternative way for us to offer health (through a social worker, for example)?
    - Bates teachers took a 6 hour PD so that's how they offer it; however, that's adding another thing on our teachers' workloads
    - Most effective route is to have a health teacher
  - is there any data on the benefits of having health for 7/8 grade students?
    - Other schools with full time health teacher have common language to address issues as they arise (vaping, sexual language, etc.)
- Concerns:
- We're sacrificing one thing for another; is it effective? Is there data on it?
    - Much anecdotal data that it works

		<ul style="list-style-type: none"> <li>● Is 2 periods a week enough to satisfy the graduation requirement?</li> <li>● Having a language is an element that may be important to families who may choose for an exam school over the Kilmer</li> <li>● Still not sure why we have to choose between the two <ul style="list-style-type: none"> <li>○ Don't want a watered down version of both</li> </ul> </li> </ul> <p>Should we bring this back again to the group?</p> <ul style="list-style-type: none"> <li>● Yes (Mr. Foley will bring examples of curriculum and any data available)</li> </ul>
6:50 - 7:00	<b>Open Floor</b>	

3/15/23

**Zoom Link:** <https://k12-bostonpublicschools.zoom.us/j/84320241797>

**Goals:**

- Review our open positions for the up-coming Hiring Season
- Review school wide initiatives and plans
- Create a space for an “Open Floor”

**Agenda**

Time:	Content:	Notes:
6:00 - 6:05	<p><b>III. Icebreaker</b></p> <p>“If there was one meal that you had to prepare at home forever, which would it be: Breakfast, Lunch, or Dinner?”</p>	Breakfast for the win!
6:05 - 6:20	<p><b>IV. Hiring Updates</b></p> <p><u>This Year Current Openings:</u></p> <ol style="list-style-type: none"> <li>1. Secretary at the Lower UPDATE</li> <li>2. One to One Para KO Inclusion (BPS Coverage Para in place)</li> <li>3. ABA Inclusion Para (K-8)</li> </ol> <p>Total = 3</p> <p><u>Next Year Openings: Teachers</u></p> <ol style="list-style-type: none"> <li>1. 2 ABA Based Classroom Teacher Positions</li> <li>2. 4th grade</li> <li>3. K2 Inclusion</li> <li>4. Foreign Language</li> <li>5. Possibly P.E. (still working on the district on this one!)</li> </ol> <p>Total = 5</p>	<p>New secretary @ the Lower cannot start until September. As of right now, the district sent a temporary secretary.</p> <p>Still not filled one to one para k0 position- coverage para currently in position. Coverage para will be there for the remainder of the year.</p> <p>Next years openings- all posted positions as of now. The ask right now is that staff reapply for positions in hope to bring back current staff. Interviewing a pool of applicants for each position.</p> <p>Next time we meet- time to discuss foreign</p>

Next Year Openings: Paras

1. 8th Grade Inclusion Para
  2. Inclusion Para (ESSER Funded)
- Total = 2

**Next Steps:**

1. Hiring Committee Team Meeting tonight from 6:40ish - 7
2. Train Team
3. Id dates
4. Start Interviewing for teacher positions
5. Paras Positions will most likely go into the Para Pool (4/1 - 4/15)

language as a content area- while looking @ programs on MS level- glaring lack of health education in both campuses- but mainly at the Upper building. Joe and Doug are meeting with Health Wellness department- the hope is to be able to get health education. What direction do we want to go in as a school community.

Pool process will begin April 1st.

6:20 -  
6  
:30

### III. General Updates

#### ESSER:

- Transfers are being finalized
- Teachers will have some money for instructional needs
- Dedham School of Music is starting on Friday, 3/24 (servicing 10 8th and 10 6th/7th grade students)

#### Science Fair: CITY WIDE Winners!

Honorable Mention: Eldi

3rd Place: Austin, Ruslana, Cooper

1st Place: Carwen

#### General Updates

- Expanding our tutoring program with Greater Boston Jewish Coalition for Literacy to the Upper
- Dedham School Music: Ukuleles for 6th/7th & 8th start date: 3/24 (CONFIRMED)
- 7th Grade Trip to Hale Reservation: CONFIRMED: Thurs (5/18) & Friday (5/19)
- 8th Grade Trip to Mon.(4/10) and Tues. (4/11): Meeting with the rep next week (he had to cancel today's meeting!) CONFIRMED and.....
- BPS Spring Intramural Sports (3rd - 8th)
- Inclusive Playground at the Lower (Thank you Ms. O'Connor!!!)
- Partnering with Parkway
- Health at the Kilmer K-8 (focusing on the Upper: M.S)
- Preparing for our Open Houses: Lower: 4/11, Upper: 4/13 from 6 - 7 pm.



6:30 - 6:45	<b>IV. Open Floor</b>	<p>Start time survey went out to families- as of right now 181 responses. Survey closes next Monday.</p> <p>Update on Kilmer lower being a voting site. Letter was sent in response to not getting a response after the February 16th meeting. Elevated to a district level.</p>
6:45 - 7:00	<b>V. Hiring Committee</b> -Questions about open positions -When should we hold our interviews? -Next Steps	

2/15/23


**Zoom Link:** <https://k12-bostonpublicschools.zoom.us/j/87462679584>

**Goals:**

- Provide updates on our ESSER Funding
- Review school wide initiatives and plans
- Create space for team members' concerns, questions, and/or comments



**Agenda:**

Time:	Content:	Notes:
5 min.	I. <b>Icebreaker:</b> “How are you entering this space?”	<p>On a scale of <b>PRINCE</b> how are you feeling today?</p>  <p>The grid contains 12 numbered images of Prince and his band members:</p> <ul style="list-style-type: none"><li>1: Prince performing on stage with a purple background.</li><li>2: Prince in a white outfit, looking upwards.</li><li>3: Prince in a dark setting, looking to the side.</li><li>4: Prince in a purple shirt, looking forward.</li><li>5: Prince in a dark setting, looking forward.</li><li>6: Prince playing a guitar.</li><li>7: Prince in a dark setting, looking forward.</li><li>8: Prince in a dark setting, looking forward with an open mouth.</li><li>9: Prince wearing sunglasses, looking forward.</li><li>10: Prince in a dark setting, looking forward.</li><li>11: Prince in a dark setting, looking forward.</li><li>12: Prince in a dark setting, looking forward.</li></ul>

20 min.

**II. ESSER Funds: Break Down**

Program:	Cost:										
3 - Paras (ABA Inclusion, K0/K1: Inclusion, and Upper Inclusion)	\$40,885.00 x 3 = <b>Total: \$122,655</b>										
Stipends:	<table border="1"> <thead> <tr> <th>Service:</th> <th>Cost:</th> </tr> </thead> <tbody> <tr> <td>Tutoring:</td> <td>\$6,000</td> </tr> <tr> <td>Planning:</td> <td>\$40,600</td> </tr> <tr> <td>Safety Care PD</td> <td>\$7,500</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$54,100</b></td> </tr> </tbody> </table>	Service:	Cost:	Tutoring:	\$6,000	Planning:	\$40,600	Safety Care PD	\$7,500	<b>Total</b>	<b>\$54,100</b>
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Contracted Services:	<table border="1"> <thead> <tr> <th>Partner:</th> <th>Cost:</th> </tr> </thead> <tbody> <tr> <td>Playworks Reboot</td> <td><b>\$9,000.00</b></td> </tr> <tr> <td>MMM**</td> <td>\$4,000</td> </tr> </tbody> </table>	Partner:	Cost:	Playworks Reboot	<b>\$9,000.00</b>	MMM**	\$4,000				
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Playworks Reboot	<b>\$9,000.00</b>										
MMM**	\$4,000										

Instead of paying for busses, have 3rd parties come to the Kilmer  
 Buy shelving for storage shed  
 Investigate having a service dog at the Kilmer  
 Lower and Upper

Garden Space:

- We have three sessions
- We will start again in the spring
- Use funds for new garden beds and maybe move them

Dedham School of Music	?? (confirm cost by 2/17)
One Bead	\$2,500
Total	\$15,500**

Technology:

Item	Cost
50 Ipads	\$18,900
Storage	\$3,375
BPS Network Setup	\$3,750
10 Chromebooks (ACCESS TESTING)	\$3,400***
<b>Total</b>	<b>\$29,423</b>

Instructional Supplies:	\$40,923.00
Field Trips	\$10,000
Total:	\$272,601
Total Carry Over/Remaining Funds	\$120,688.02 + \$17,953 = \$138,641

**Needed Items:**

- Rubber matting for the Lower Playground
- Rubber padding for the Lower Playground Structure
- Communication board (mounting)
- Funding for 8th grade trip to Nature's Classroom (possibly stipends for staff)
- Furniture for our Science/Music room at the Lower
- Increased funds for
- Field Trips, Instructional Supplies (laminators for both buildings), Technology (Storage for Chromebooks and classroom based tech per teacher requests)
- Yondr for the Upper (cell phone collection system)
- Sending out a survey to staff to gain a better understanding of staffs' needs.

10 min.	<p><b>III. HR Updates</b></p> <ul style="list-style-type: none"> <li>-Current Openings (Mr. Miller)             <ol style="list-style-type: none"> <li>1. Lower Secretary</li> <li>2. ABA Inclusion Support</li> </ol> </li> </ul>	<p>We have confirmed openings for SY23-24 Mr. Dulac will be moved from ESSER to permanent position</p>
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	<p>3. ABA Long Term Sub: Para</p> <p>-Still searching for: One to One Para and K2/1st ABA Long Term substitute</p> <p>-Potential Openings: Staff on Emergency Waivers</p> <p>-Confirmed Openings for SY 23'-24'</p> <ol style="list-style-type: none"> <li>1. 8th Grade Inclusion Para</li> <li>2. Inclusion Para Upper: (ESSER)*</li> </ol>	
10 min	<p><b>IV. General Updates</b></p> <p>-“My Way Cafe”: potentially start cooking in March (Lower)</p> <p>-7th Grade Trip to Hale Reservation</p> <ul style="list-style-type: none"> <li>● One overnight with students and chaperones staying in yurts</li> <li>● Will determine criteria for attendance</li> </ul> <p>-8th Grade Trip to Nature’s Classroom</p> <ul style="list-style-type: none"> <li>● Need to figure out fundraising</li> <li>● For all students to attend</li> </ul> <p>-Visiting Musicians this week at both campuses</p> <p>-Health Program both campuses focusing on our MS students</p> <ul style="list-style-type: none"> <li>● Focused on substance abuse - i.e. vaping</li> </ul> <p>-Hosted Region 5 School Leaders last week at the Lower</p> <ul style="list-style-type: none"> <li>● Received warm and cool feedback about instructional practices</li> </ul> <p>-Ukuleles have arrived for the Dedham School of Music (Upper)</p> <p>-Student Council at the Upper</p>	
15 min	<p><b>V. Open Floor</b></p>	<p>Open house 4/18 or 4/11</p> <p>Shout Out to the Science Fair for 6th and 7th graders</p>

1/18/23

**Zoom Link:** <https://k12-bostonpublicschools.zoom.us/j/89452122091>

**Goals:**

- Provide updates on our Budget Collab/Prob Org meeting
- Review school wide initiatives and plans
- Create space for team members’ concerns, questions, and/or comments

Agenda:

Time:	Content:	Notes:				
5 min.	VI. <b>Icebreaker:</b> “Would you rather be without the internet for a week, or without your phone? (Please explain your answer)”					
20 min.	VII. <b>Budget Collab/Prob. Org: Highlights</b> -We budgeted the following: <table border="1" data-bbox="317 1209 900 1356" style="margin-left: 20px;"><tbody><tr><td data-bbox="317 1209 716 1284">Program:</td><td data-bbox="716 1209 900 1284">Amount:</td></tr><tr><td data-bbox="317 1284 716 1356">Substitutes:</td><td data-bbox="716 1284 900 1356">\$ 51,545</td></tr></tbody></table>	Program:	Amount:	Substitutes:	\$ 51,545	
Program:	Amount:					
Substitutes:	\$ 51,545					

Supplies:	\$ 21,890
Cell Phones:	\$ 900
Homeless Services:	\$ 3,017
Meta Compliance:	\$16,069
8th Grade Inclusion Para	\$43,824
7th Grade Inclusion Para	\$43,824

-After budgeting for all baseline needs: - \$853,795

**Other Highlights:**

- Most positions have been retained for next year
- Two exceptions: PE: Cost Share: .4 (TBD) and School Psych: reduced from a .6 to a .5
- We will have two para positions posted for our 7th and 8th grade inclusion classrooms
- Based on teacher licensure, we *might* have to post some other positions (to be clarified soon)
- For MS Inclusion, need to clarify staff who needs an appropriate SPED License
- Maintaining our 3 Inclusion Support Paras via ESSER
- We potentially need to increase a specialist position by .2 (waiting for clarity)
- Questions

	<p>What happens to the substitute teacher fund when/if we don't use it all? (for this year and next?)</p>	
<p>15 min.</p>	<p>III. School Wide Updates:</p> <p><b>HR:</b></p> <ul style="list-style-type: none"> <li>-Ms. Rachel Moreira is our newly hired K1 para</li> <li>-Ms. Melissa Rivera hired as a Lunch Monitor for the Upper, starting tomorrow.</li> <li>-Ms. Chantel Clerveaux is now our ABA Para for Mr. Wood</li> <li>-Posted: Lower Lunch Monitor, One to One para, and ABA Inclusion Support Para</li> </ul> <p><b>Inclusion Planning Team (D. Miller)</b></p> <ul style="list-style-type: none"> <li>-held our first meeting last week to reflect on and discuss ways to improve our Inclusion model.</li> </ul> <p><b>ESSER:</b></p> <ul style="list-style-type: none"> <li>-36 staff planning before and after school</li> <li>-6 staff providing tutoring services</li> <li>-Purchasing one to one IPADs for students in our ABA Strand</li> <li>-created a \$10,000 budget line for field trips</li> <li>-Next time: A break down of funds</li> </ul> <p><b>Other items:</b></p> <ul style="list-style-type: none"> <li>-Kilmer Reimagined Team Meeting</li> <li>-Partnering with DCF to <i>possibly</i> get a Lower Basketball court makeover</li> <li>-Confirmed Partnership with Special Olympics our plan: THANK YOU</li> </ul>	<p>Ms. Tina just retired - Can we post Office Admi position and is this a full open position or a selection from the Guild</p> <ul style="list-style-type: none"> <li>- iPads need good cases and appropriate educational apps for students</li> <li>- iPads allocated for class may be a better fit than to each individual student</li> <li>- iPads better choice than Chromebooks due to less moving parts and ability to lock screen</li> <li>- transportation cost has increased significantly; procuring a yellow school busses are almost impossible to get; may have to use big busses with bathrooms</li> <li>- find program that funds transportation for BPS school</li> <li>- KFF has typically subsidized transportation cost for field trips (one bus per class)</li> <li>- trying to procure matting to add padding to playground at Kilmer Lower; getting rid of wood chips is a BPS Facilities issue and not resolved yet</li> </ul>



	<p>Mr. Bruno!</p> <p>Unified Sports – Unified Basketball (starting in March)</p> <ul style="list-style-type: none"> <li>● Inclusive Youth Leadership – Jr. Coaches and Unified Club (combining the sub separate class with the art class)</li> <li>● Whole School Engagement – fans in the stands at Unified Basketball game</li> </ul> <p>-Middle School Planning Team -Green New Deal Walkthrough (Friday, 1/13)</p>	<p>Middle School planning team sent out a survey to middle school families for feedback on grade-level events and activities</p>
15 min.	<p>IX. Open Floor</p>	<p>start/end time survey</p> <ul style="list-style-type: none"> <li>- getting survey translated into different languages before sending out</li> </ul> <p>Elections at school (remove):</p> <ul style="list-style-type: none"> <li>- gathered signatures and sending to city representatives</li> </ul> <p>Tiered assignments:</p> <ul style="list-style-type: none"> <li>- how is tiered assignment affecting parent’s decision to choose Killmer as a school for their children</li> </ul>
5 min.	<p>X. Next Time:</p> <ul style="list-style-type: none"> <li>-2/15 at the Lower</li> <li>-ESSER Breakdown</li> <li>-Open Position Update</li> </ul>	


12/21/22

**Zoom Link:** <https://k12-bostonpublicschools.zoom.us/j/81406949165>

**Goals:**

- Review our SY 23'-24' Budget: Projections, Configuration Map, Allocations, and Next Steps
- Review school wide initiatives and plans

Time:	Content:	Notes:
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5 min.	<p>I. <b>Ice Breaker:</b> How are you entering this space?</p>	
20 min.	<p>II. <b>Budget Update</b>  <u>-Enrollment Projections</u>  <u>-Configurations Map:</u> Adding an additional 7th grade inclusion based on our current numbers, Need to hire two additional inclusion paras  <u>-Budget Allocation</u>  <u>-Budget Deficit:</u> -\$698,266</p>	
10 min	<p>III. <b>Budget: Next Steps</b>          -We are not able to submit a balanced budget          -We are waiting for our Prob Org Meeting (sometime in mid January)          -School Leaders have assured that budgets will be balanced          -We need to discuss our current specialist positions: What specials do we want to maintain, add, and/or make adjustments to? Remember, we are also talking about the teachers that teach each content area</p>	

Content Area	FTE:	Campus
Science/Coding	1.0	2 days Lower/3 days Upper
Music	1.0	2 days Upper/3 days Lower
PE	1.0 (cost share)	.9 Upper/.1 Lower
PE	.9	Lower
Spanish	.8	Upper
Visual Arts	.8	Lower
Visual Arts	.7	Upper

10 min.

**IV. General Updates**

- Mr. Steven Mook: BPS Educator of the Year
- Dedham School of Music starting in mid-January (M.S.)
- Unified Champion School: Lower and soon at the Upper
- MMM Mini Concerts
- Greater Boston Jewish Coalition for Literacy (GBJCL)
- ESSER FUNDS: Tutoring services, Collaboration, Tech, Field Trips, and Work Order for Wood Chips, Safety Pads of Play Structure at the Lower. These funds must be “drained” by August 1st
- School Preview:

15 min.	<b>V. Open Floor</b> <a href="#">Start/end time Updated Survey</a>	Submit survey to be translated into the following languages for families at both Lower & Upper: Albanian, Amharic, Greek, Haitian Creole, Krio, Maldovan, Mandarin, Portuguese, Russian, Spanish, Turkish, Ukrainian, Urdu, Krio, Arabic
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11/16/22

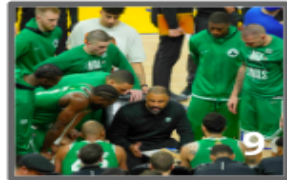
Zoom Link: <https://k12-bostonpublicschools.zoom.us/j/81714191700>

Goals:

- Discuss and Approve our By-Laws
- Fill our “Elected Positions” per our By-Laws
- Review school wide initiatives and plans

Time:	Content:	Notes:
5 min.	<b>VI. Ice Breaker:</b>	

On a scale of **Celtics**, how are you feeling?



15 min.

**VII. By-Laws and Roles**

-Approve By-Laws

Do we need to adjust any of our By-Laws?

-Elected Position

Do we have volunteers for these roles?

Role:	Assigned:
Co-chair	Ms. Leathers

Notes on By-Laws:

Current Roles

Proposal to have 2 year terms for BTU.

- Hard to get volunteers (parents and staff)
- Consensus for parents to keep staggered 2 year terms
- Keep 1 year term for BTU members w/ intentionality around getting members who are

	<table border="1"> <tr> <td data-bbox="178 186 751 280">Clerk</td> <td data-bbox="751 186 1323 280">Mr. Miller</td> </tr> <tr> <td data-bbox="178 280 751 443">Personnel Hiring Committee</td> <td data-bbox="751 280 1323 443">M. King, B. Matlin, Cummings, L. Bryant, A. Francis, G. Hooker, &amp; Joe K.</td> </tr> <tr> <td data-bbox="178 443 751 516">KFF Liaison</td> <td data-bbox="751 443 1323 516">A. Dore</td> </tr> <tr> <td data-bbox="178 516 751 646">Faculty Senate Liaison</td> <td data-bbox="751 516 1323 646">A. Francis</td> </tr> </table>	Clerk	Mr. Miller	Personnel Hiring Committee	M. King, B. Matlin, Cummings, L. Bryant, A. Francis, G. Hooker, & Joe K.	KFF Liaison	A. Dore	Faculty Senate Liaison	A. Francis	<p>reflective of the diversity of the staff and students (race, gender, language, learning, upper &amp; lower)</p> <ul style="list-style-type: none"> <li>○ How do we hold ourselves accountable to this rather than only a suggestion?</li> <li>● Mr. Foley will draft language around these new proposals</li> </ul>
Clerk	Mr. Miller									
Personnel Hiring Committee	M. King, B. Matlin, Cummings, L. Bryant, A. Francis, G. Hooker, & Joe K.									
KFF Liaison	A. Dore									
Faculty Senate Liaison	A. Francis									
20 min.	<p><b>III. Principal Updates</b></p> <p><b>HR:</b>  We hired:  -Arianne O’Connor as our K2 Inclusion Para  -Andrew Dulac as our Inclusion Para for the Upper  -In the process of hiring a one to one para for a student at the Upper</p> <p>We need to hire:  -A lunch monitor at each campus  -Burrell</p> <p><b>ESSER:</b></p> <table border="1"> <thead> <tr> <th data-bbox="178 1190 751 1263">ESSER FUNDS:</th> <th data-bbox="751 1190 968 1263">Cost:</th> </tr> </thead> <tbody> <tr> <td data-bbox="178 1263 751 1336">Carry Over from SY 22’</td> <td data-bbox="751 1263 968 1336">\$170,688</td> </tr> <tr> <td data-bbox="178 1336 751 1425">Allocation SY 23’</td> <td data-bbox="751 1336 968 1425">\$321,508</td> </tr> </tbody> </table>	ESSER FUNDS:	Cost:	Carry Over from SY 22’	\$170,688	Allocation SY 23’	\$321,508	<p>The lunch monitor positions are still open. Please share widely.</p>		
ESSER FUNDS:	Cost:									
Carry Over from SY 22’	\$170,688									
Allocation SY 23’	\$321,508									

<b>Total:</b>	<b>\$492,196</b>
<b>1 = Inclusion ABA Para</b> <b>1 = K0/K1 Inclusion Para</b> <b>1 = Upper Inclusion Para</b>	<b>\$183,094</b>
<b>Sub - Total:</b>	<b>\$309,102</b>

**We allocate funds for: (final amounts to be determined)**

1. Collaborative Planning
2. Tutoring Services
3. Instructional Materials
4. Technology
5. Field Trips
6. Outside partnerships: MMM (fingers crossed!) Playworks, One Bead, Dedham School of Music
7. Other...??? Scholastic, Sustainability, Wood chips = Rubber \$18 per square foot! Laminator (x2), The Hill!, Green City Growers, Sensory Path! (see Wellness Team!) Interactive playground

We MUST spend the money this year or we lose it.

Science lab?

Lauren Bryant volunteered to help as a specialist in playgrounds

**ILT Walkthrough:**

-ILT conducted a walk through at both campuses to identify patterns of



practice. Teams of 2-3 went to different types of classrooms for 10 minute (slice) of instruction.

-We looked at the following:

1. Evidence of students discussing content
2. The types of tasks students were working on, alignment to a grade level standard, level of rigor, and BPS vetted curriculum.
3. Evidence of Scaffolded Supports
4. Who was doing the cognitive lift of the task?
5. What is a highly effective practice to share?

### Overarching Findings

#### Successes:

-Strong teacher to student relationships

-Safe, loving classroom environments where students were on task and appeared to be happy

-Tasks aligned to grade level standards and appropriate curriculum

#### Areas of Growth:

-More consistent, structured opportunities for students to discuss content, using academic vocabulary

-Continue to consider the types of questions that staff ask to provoke meaningful student discussions

-Ensure that all students are engaged in the “work” of the lesson

#### Next Steps:

-Unpacked the data at a PLC level

-Identified next steps per PLC

<p>-Adjust Look Fors and data collection for next walk through</p> <p><b>General Updates:</b></p> <p>-Reimagining the Kilmer K-8: Vision, Mission, and Identity</p> <p>-Making Music Matters Mini Concerts; Lower was today! Upper: 12/13</p> <p>-Athletics: BPS Programs</p> <p>-Health Program for MS.</p> <p>-Middle School Family Support Team</p> <p>-Facilities: Lockers</p>	<p>3rd graders - flag football day</p> <p>School choice season - BAA is coming in to do demos (in addition to a few other schools)</p> <p>School previews (3 dates) &amp; Saturday school showcase (12/10/22) - would love a parent, student, teacher??</p> <p>Each classroom can make posters/slides for display</p> <p>Could we get someone to take care of Kilmer social media?</p> <p>Connections to local media (Ari O'Connor)</p> <p>Website (Anna Dore)</p> <p>Do we have a stash of swag? (hand sanitizer, buttons, pens, sticky notes)</p>
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<p>20 min.</p>	<p><b>IV. Open Floor</b></p> <p><b>School hours</b></p> <ul style="list-style-type: none"> <li>● Is this an endeavor that we want to continue?</li> <li>● Seeing the data again is important</li> <li>● We should give the survey again and get data about who is supporting a change (grades, student learning needs, neighborhood) - do we know the rate of response?</li> <li>● School Site Council should make this decision - we put it on the agenda, invite families, etc.</li> <li>● Many students miss out on at-home services because they stop at 5 pm</li> </ul> <p>Lauren Bryant, Anna Dore, Kristen Leathers, Shannon Wyman, Arianne O'Connor, Julie Windwalker, and Ms. Swanson will be part of a subcommittee to discuss/work on this before the next meeting</p> <p><b>Voting at the lower school - one main space</b></p> <ul style="list-style-type: none"> <li>● Use the bathrooms</li> <li>● Talk to children</li> <li>● Bring animals in</li> <li>● Reached out to 311, city council</li> <li>● Kendra Lara (City Councilor) &amp; Jacob Lacey (Mayor's liaison)</li> </ul>	
	<p><b>V. Next Time:</b></p> <p><b>Next meeting: 12/21 at 6pm at the Lower</b></p> <p>-Enrollment Projections</p>	

-Budget -ESSER	
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10/19/22

Goals:

- |   |
|---|
| <ul style="list-style-type: none"> <li>-Officially launch our School Site Council</li> <li>-Confirm technical pieces: Norms, Agendas and the scope of our work</li> <li>-Provide team members with school wide updates</li> <li>-Provide space for open discussion</li> </ul> |
|---|

Time:	Content:	Notes:
6:00 - 6:10	I. <b>Ice Breaker and Introductions and a Thank You!</b> -State your Name, and Role (parents/guardians can state their child(ren)'s names and grades). And.. -"What is your superpower?"	<a href="#">SSC Roster</a> Joe Foley, principal George Hooker, family liaison Maximiliana DiAngelis, K2, 4th grade parent Anna Dore, 8, 4, 2 grade parent Beth Matlin, ESOL teacher & LAT-F Kimberly Schindler, 5th grade teacher Colleen Cummings, middle school resource Arie O'Connor, 3rd grade and 1st grade parent, school substitute Kristen Leathers, 4th and 2nd grade parent

		<p>Anne King, 4th grade teacher  Douglas Miller, Assistant Principal  Masai King, parent to one child at Kilmer  Allan Teney, parent to 3rd grader  Igor Roschild, father to 6th grader, alternate rep  Elizabeth Swanson, OT  Julie Windwalker</p>
6:10 - 6:15	<p><b>II. Primary Purpose Statement: Our work!</b>  -The Role of SSC is to serve as the central governing and the decision making body for the Kilmer K-8. We make our decisions collaboratively, while putting the needs of ALL of our students at the center of our work.</p>	<p><a href="#">SSC Arc of Work</a></p>
6:15 - 6:20	<p><b>III. Technical: Norms</b>  -Please take a moment and read the above norms  -Thoughts, questions, and/or comments?  -Zoom or In-Person, and meeting times  Is</p>	<p>Zoom or in person? - JF strongly supports zoom, but there are pros and cons. Some of the cons are access to the meetings for all. What do we think?</p> <p>Hybrid Support:</p> <ul style="list-style-type: none"> <li>● Had the Kilmer Family Council meeting hybrid and it worked well; we had a good turnout.</li> <li>● Like the idea of hybrid - lots of staff don't live in the in city and this would allow them to have a voice and be involved.</li> <li>● Prefer hybrid because I live in Walpole and don't have childcare</li> <li>● Support Hybrid because it's hard to get here</li> </ul>

		<p>from work through traffic on time.</p> <p>SSC feels different from KFF meeting - in person will help us be more engaged and productive.</p> <p>Prefer in person, but single parents may struggle to access our meetings if they have can't make it in person.</p> <p>Proposal: People who are voting members are in person, but it's still open through the hybrid option.</p> <p>Proposal: Voting members have their cameras on so it demonstrates active participation. If you're hybrid and you're a voting member, what does active participation look like?</p> <p>Perhaps we offer it as an offer and then revisit it. Don't want to make a lot of rules.</p> <p>Voting members should be present, but if you have to be hybrid and you're a voting member, your camera stays on.</p> <p>For childcare options: we've had childcare support in the past.</p> <p><b>Foley: Will have a hybrid option the next few</b></p>
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		<p><b>members. Voting members will make their best attempt to be in person, but hybrid if necessary. January we will reassess.</b></p> <p>6 p.m. - 3rd Wednesday of the month. Locate locations (lower one month and upper next month)</p>
<p>6:20 - 6:35</p>	<p><b>IV. Principal's Update</b></p> <p><b>Our IF:</b> Teachers will develop students' <b>academic language</b> by providing students with appropriate scaffolding and modeling and rigorous <b>tasks</b> that require students to engage in grade level appropriate, authentic <b>student to student discussions</b> (1:1 and in small groups), where students are using academic language to gain a deeper understanding of grade level content.</p> <p><b>Our Work:</b> -Increase our enrollment by..... -Reimagine what the Kilmer is all about! -Review and revise our Vision and Mission Statements -"Rebranding" -Defining Excellence -Expanding our current partners -Engaging our families as partners in this work!</p> <p><b>HR Update:</b></p>	<p>Next meeting, we will discuss the schools' improvement plan, discuss what's happening in PLCs, ILT, etc.</p> <p><b>Current Enrollment:</b> 36 open seats at the lower school. Inclusion seats are ok and ABA strands are generally full. The general education seats are open. How can we do a better job in retaining our families and recruiting new families?</p> <ul style="list-style-type: none"> <li>● Do we know why?? - many reasons</li> <li>● Sometimes BPS systemically makes mistakes</li> <li>● Exam schools admissions process has a big influence in West Roxbury as parents are making choices that better position their children to get into exam schools</li> <li>● Many families left during remote learning</li> </ul> <p>Upper school numbers - we have 63 open seats; ABA classrooms, in particular...With WSF, that's a lot of money impacted in the budget. Last year, we were short</p>

	<p>-Foreign Language (Middle School)          -Lunch Monitors          -Inclusion Para (Upper)</p> <p>Open:          -K2 Inclusion Para</p>	<p>\$700k in the budget.</p> <p>We need to rethink a lot of things this year, including the brand, vision, values, etc.          What does it mean to meet students' needs, to look at issues through the lens of equity?</p> <p>How are we engaging our students, community, and families in this work? Can we survey families to determine what families are looking for?</p> <p>What's the long-term vision of BPS for the Kilmer?</p> <p>Last year, there was a lengthy conversation around start/end time of the school - is this something to revisit?</p>
6:35 - 6:58	<b>V. Open Floor</b>	<ul style="list-style-type: none"> <li>● Kudos to the hiring committee - we have some great new hires. This is something to celebrate!</li> <li>● Our SSC and KFF are not representative of our student and family population. Faculty and staff also reflect this - BTU members are reaching out to BTU to discuss this and next steps.</li> <li>● Can we get teachers &amp; staff to spread the word of KFF, etc.? - this could also help with retention if families understand that their voices matter and their involvement matters. - we could have a</li> </ul>



		<p>KFF table at Open House - at any of the events we have to help spread the word</p> <ul style="list-style-type: none"> <li>● How can we promote our school? Publicity? - Instagram page for art, Making Music Matters, etc.</li> <li>● We can provide translation for families through the hybrid Zoom option</li> <li>● How are we helping students/families in 8th grade navigate the high school choice process?</li> </ul>
7:58 - 8:00	<p><b>VI. Optimistic Closure:</b> Why are you excited to be on this team?</p>	
Closing:	<p><b>VII. Next Time:</b>          -ESSER Funds          -ILT Walkthrough          -Enrollment Projections (?)          -Review QSP          -<a href="#">Approve By-Laws</a> (please review before the meeting)          -<a href="#">Elected Position</a> (review descriptions of each position) We need:          Co-chair, Clerk, Personnel Committee, and KFF and Faculty Senate Liaisons          -Feedback Loop: Unfinished Business</p>	<p>November 16 - next meeting at the upper school</p>

