

**The following items will be discussed at the meeting of the Standing Committee on Governance and Employee Issues to be held Tuesday, April 28, 2015 at 5:00 p.m. in Room 410 at the Durkin Administration Building:**

gb #0-82 - Mr. Monfredo/Miss Biancheria/Mr. Foley/  
Ms. Novick/Mr. O'Connell/ Mayor O'Brien (March 12, 2010)

Request that the Administration discuss ideas with parents on how to best continue to make the Worcester Public Schools schools of choice.

gb #2-225 - Mr. O'Connell/Ms. Novick/Mr. Monfredo/  
Miss Biancheria (July 17, 2012)

To reestablish the Title 1 Parent Advisory Council for the Worcester Public Schools.

gb #3-318 - Ms. Colorio/Ms. Novick (December 11, 2013)

To refer Health Bill H450 to the Standing Committee on Governance and Employee Issues.

gb #4-197 - Administration (June 30, 2014)

To consider amending the policy regarding Employee Use of Social Media, Websites, Blogs and Other Online Social Tools.

gb #4-285 - Mr. O'Connell/Mr. Monfredo/Ms. Novick/Miss Biancheria (October 22, 2014)

To review, and to respond to, the October 2014 draft "Educator Licensure and License Renewal Design Principles and Policy Options" prepared by the Department of Elementary and Secondary Education.

motion (ros #3-9) - Ms. Novick (December 19, 2013)

Request that the School Committee draft a policy stating that the School Committee members who evaluate the Superintendent should be those who actually served during the evaluation period. This policy would allow an outgoing member to be part of the evaluation process.

Committee Members  
John F. Monfredo, Chairman  
Miss Biancheria, Vice-Chairman  
John L. Foley

Administrative Representative  
Helen A. Friel, Ed.D.  
Stacey DeBoise Luster

OFFICE OF THE  
CLERK OF THE SCHOOL COMMITTEE  
WORCESTER PUBLIC SCHOOLS  
20 IRVING STREET  
WORCESTER, MA 01609

AGENDA #1

The Standing Committee on GOVERNANCE AND EMPLOYEE ISSUES  
will hold a meeting:

on: Tuesday, April 28, 2015  
at: 5:00 p.m.  
in: Room 410, Durkin Administration Building

ORDER OF BUSINESS

- I. CALL TO ORDER
- II. ROLL CALL
- III. GENERAL BUSINESS

gb #0-82 - Mr. Monfredo/Miss Biancheria/Mr. Foley/Ms. Novick/Mr. O'Connell/  
Mayor O'Brien (March 12, 2010)

Request that the Administration discuss ideas with parents on how to best  
continue to make the Worcester Public Schools schools of choice.

gb #2-225 - Mr. O'Connell/Ms. Novick/Mr. Monfredo/Miss Biancheria (July 17,  
2012)

To reestablish the Title 1 Parent Advisory Council for the Worcester Public  
Schools.

gb #3-164 - Mr. O'Connell/Ms. Novick/Ms. Colorio/Mr. Monfredo/  
Miss Biancheria (May 8, 2013)

To award diplomas to veterans whose Worcester public high school education  
was curtailed by their enlistment into the United States military service at times of  
active combat (World War II, Korea, Vietnam), who were precluded by  
circumstances from returning to school upon discharge.

gb #3-188 - Administration (May 29, 2013)

To review the proposed Sections I and II of the Policy Manual for the Worcester Public Schools as prepared by the MASC.

gb #3-318 - Ms. Colorio/Ms. Novick (December 11, 2013)

To refer Health Bill H450 to the Standing Committee on Governance and Employee Issues.

gb #4-75 - Ms. Novick/Mr. O'Connell/Mr. Monfredo (March 12, 2014)

To consider the fundraising policy of the Worcester Public Schools.

gb #4-148 - Mr. O'Connell/Ms. Novick/Mr. Monfredo/Miss Biancheria (May 7, 2014)

To file a "home rule petition" to permit the award of civil service appointment status to provisional custodians of the Worcester Public Schools, in light of the absence of a state appointment examination for these positions.

gb #4-197 - Administration (June 30, 2014)

To consider amending the policy regarding Employee Use of Social Media, Websites, Blogs and Other Online Social Tools.

gb #4-205 - Mr. O'Connell/Mr. Monfredo/Miss Biancheria (July 22, 2014)

To inform parent groups, booster clubs, and other entities supportive of the Worcester Public Schools about Internal Revenue Service Form 1023-EZ, which, effective as of July 1, permits most such entities to file for Section 501(c)(3) tax exempt status on a simple and expedited basis, as detailed in IRS News Release 2014-77.

gb #4-215 - Ms. Novick/Mr. O'Connell/Mr. Monfredo/Miss Biancheria (July 22, 2014)

To consider again the Worcester Public Schools' dress code and its enforcement.

gb #4-246 - Miss Novick/Mr. Monfredo/Mr. O'Connell/Mr. Foley/Miss Ramirez  
(September 8, 2014)

To add a section to the School Committee Agenda for the Student Advisory Committee.

gb #4-249.2 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Miss Ramirez/Miss Biancheria  
(September 3, 2014)

Response of the Administration to the request to review with the School Committee members the policy and procedures for kindergarten students getting on and off of the school busses.

gb #4-254 - Mr. O'Connell/Mr. Foley/Mr. Monfredo/Miss Ramirez/Miss Biancheria  
(September 3, 2014)

To review and consider the May 2014 National School Boards Association publication "Bon Voyage: A Legal and Policy Making Guide for School Boards on International Student Travel", and to consider any policy-making options which it suggests to school boards which would be advisable for the staff and students of the Worcester Public Schools interested in international travel.

gb #4-284 - Mr. O'Connell/Mr. Monfredo/Miss Biancheria/Miss Ramirez  
(October 21, 2014)

To cooperate with the Main South Community Development Corporation as to the safety and security needs of the students and staff of the Worcester public schools located in the Main South area, regarding utilization of the proceeds of the Byrne Criminal Justice Innovation Program grant received by the Main South CDC.

gb #4-285 - Mr. O'Connell/Mr. Monfredo/Ms. Novick/Miss Biancheria (October  
22, 2014)

To review, and to respond to, the October 2014 draft "Educator Licensure and License Renewal Design Principles and Policy Options" prepared by the Department of Elementary and Secondary Education.

gb #4-307 - Ms. Novick/Mr. Monfredo/Mr. O'Connell/Miss Biancheria  
(November 10, 2014)

To consider the homework policy.

gb #5-113 - Administration (April 1, 2015)

To consider approval of the 2015-16 Policies Handbook of the Worcester Public Schools.

motion (ros #3-5) - Mr. O'Connell (September 9, 2013)

Request that the following topic from Annex B, page 7 relative to the development of minimum standards for building relationships with families be referred to the Standing Committee on Governance and Employee Issues.

motion (ros #3-5) - Mr. O'Connell (September 9, 2013)

Request that the topic of initiating a standardized Memorandum of Understanding (MOU) for external and internal partnerships in the schools that includes universal referral criteria, uniform data, an agreed upon communication protocol, and a quality review process to evaluate the services provided.

motion (ros #3-9) - Ms. Novick (December 19, 2013)

Request that the School Committee draft a policy stating that the School Committee members who evaluate the Superintendent should be those who actually served during the evaluation period. This policy would allow an outgoing member to be part of the evaluation process.

motion (gb #4-208.1) - Ms. Novick (August 21, 2014)

Request that the approved wording for the Code of Conduct and Due Process policies be referred to the Standing Committee on Governance and Employee Issues and that the Administration provide quarterly reports.

V. ADJOURNMENT

Helen A. Friel, Ed.D.  
Clerk of the School Committee

STANDING COMMITTEE: **GOVERNANCE AND EMPLOYEE ISSUES**

DATE OF MEETING: Tuesday, April 28, 2015

ITEM: Mr. Monfredo/Miss Biancheria/Mr. Foley/Ms. Novick/Mr. O'Connell/Mayor O'Brien  
(March 12, 2010)

Request that the Administration discuss ideas with parents on how to best continue to make the Worcester Public Schools schools of choice.

PRIOR ACTION:

3-18-10 - Referred to the Administration, Standing Committee on Governance and Employee Issues and the CPPAC.  
Mr. Monfredo made the following motion:  
Request that the Administration develop a plan on how best to continue to make the Worcester Public Schools schools of choice.  
On a voice vote, the motion was approved.  
(Continued on page 2)

BACKUP: The Administration will be prepared to speak to the item.

Annex A (3 pages) contains a copy of the Administration's response to the item.

PRIOR ACTION

10-18-10 - STANDING COMMITTEE ON GOVERNANCE AND EMPLOYEE  
(continued) ISSUES

Mr. Monfredo made the following motions:

Request that the Administration provide feedback on the student exit survey in December 2010.

Request that the Administration continue its efforts regarding customer service by:

- improving the welcoming of visitors to buildings in the Worcester Public Schools
- continuing to monitor the schools for cleanliness and safety and
- communicating to parents/guardians through the use of the web page, Connect-Ed and other possible outlets.

On a voice vote, the motions were approved.

Miss Biancheria made the following motion:

Request that the Administration seek feedback from the Site Councils in order to best continue to make the Worcester Public Schools schools of choice.

On a voice vote, the motion was approved.

Mr. Foley made the following motion:

Request that the Administration, for marketing purposes, consider:

- involving students from Worcester Polytechnic Institute to conduct an Interactive Qualifying Project (IQP) with students in the Worcester Public Schools
- providing extensive information on happenings in the Worcester Public Schools on the website
- meeting with representatives from Channel 3 to seek ways to promote the Worcester Public Schools
- creating a short video of 3-4 minutes to highlight activities taking place in the Worcester Public Schools and
- reviewing the timing of Open House events by targeting students in grade 5.

On a voice vote, the motion was approved.

Miss Biancheria made the following motion:

Request that the Administration promote filming of more activities on Channel 11 in both the academic and athletic areas.

On a voice vote, the motion was approved.

Mr. Foley made the following motion:

Request that the Administration prepare a Public Relations Plan.

On a voice vote, the motion was approved.

Miss Biancheria made the following motion:

Request that the Administration take into consideration the limited resources available to create a Public Relations Plan.

On a voice vote, the motion was approved.

PRIOR ACTION

11-4-10 - SCHOOL COMMITTEE MEETING - The School Committee approved the action of the Standing Committee as amended.

Mr. Monfredo made the following motions:

Request that the Administration provide feedback on the student exit survey in December 2010.

Request that the Administration continue its efforts regarding customer service by:

- improving the welcoming of visitors to buildings in the Worcester Public Schools
- continuing to monitor the schools for cleanliness and safety and
- communicating to parents/guardians through the use of the web page, Connect-Ed and other possible outlets.

On a voice vote, the motions were approved.

Miss Biancheria made the following motion:

Request that the Administration seek feedback from the Site Councils in order to best continue to make the Worcester Public Schools schools of choice.

On a voice vote, the motion was approved.

Mr. Foley made the following motion:

Request that the Administration, for marketing purposes, consider:

- involving students from Worcester Polytechnic Institute to conduct an Interactive Qualifying Project (IQP) with students in the Worcester Public Schools
- providing extensive information on happenings in the Worcester Public Schools on the website
- meeting with representatives from Channel 3 to seek ways to promote the Worcester Public Schools
- creating a short video of 3-4 minutes to highlight activities taking place in the Worcester Public Schools and
- reviewing the timing of Open House events by targeting students in grade 5.

On a voice vote, the motion was approved.

Miss Biancheria made the following motion:

Request that the Administration promote filming of more activities on Channel 11 in both the academic and athletic areas.

On a voice vote, the motion was approved.

Mr. Foley made the following motion:

Request that the Administration prepare a Public Relations Plan.

On a voice vote, the motion was approved.

Miss Biancheria made the following motion:

Request that the Administration take into consideration the limited resources available to create a Public Relations Plan.

On a voice vote, the motion was approved.



PRIOR ACTION

- 11-4-10 - Ms. Novick made the following motion:  
(continued) Request that the Administration increase its efforts to communicate, at all levels, the good things that are happening in the Worcester Public Schools to teachers, administrators and staff.  
On a voice vote, the motion was approved.
- 2-9-11 - It was moved and voice voted to approve the draft exit survey as contained in the backup for the item.  
Miss Biancheria made the following motion:  
Request that the Administration develop and administer a parental survey and provide the feedback from it in June 2011.  
On a voice vote, the motion was approved.  
Mr. Foley made the following motion:  
Request that the Administration develop a plan to promote the Worcester Public Schools in conjunction possibly with commercial entities who would do this work on a pro bono basis and also consider developing a video with the Consortium of Worcester Colleges to inform the students and public about the Worcester Public Schools.  
Miss Biancheria made the following motion:  
Request that Administration consider establishing internships for college students, who would receive college credit, to work on various projects to highlight the good things happening in the Worcester Public Schools.  
On a voice vote, the motion was approved.
- 5-23-11 - Mr. Monfredo made the following motions:  
Request that the Administration develop a parent survey that would include, but not be limited to, information on the following:  
- welcoming of visitors to the school  
- cleanliness of the building  
- communication to parents/guardians through the use of the web page, school newsletter, Connect-Ed and other outlets  
- parents favorable comments and areas in need of improvement  
Request that the results of the survey be provided to the Standing Committee in October 2011.  
Request that the Administration study the feasibility of holding a separate "Know Your School Night" to inform parents of fifth and sixth graders about guidelines for admission to Worcester Technical High School and to the Goddard Scholars Program and the opportunities that exist in Middle School Programs to prepare them for these opportunities.  
Request that the Administration develop a public relations plan by November 2011 to include the creation of a short video highlighting the successes in the system in conjunction with Channel 3, Channel 11 and college interns.  
On a voice vote, the motions were approved.

PRIOR ACTION (continued)

9-8-11 - STANDING COMMITTEE ON GOVERNANCE AND EMPLOYEE ISSUES

Mr. Monfredo made the following motions:

Request that the brochures describing special programs such as the Goddard Scholars, the guidelines for Worcester Technical High School and other opportunities offered at the middle school level be completed by December 2011 and forwarded to the Standing Committee on Governance and Employee Issues for approval.

Request that the results of the parent survey be provided to the Standing Committee on Governance and Employee Issues in October 2011.

Request that the Administration develop a public relations plan by December 2011.

On a voice vote, the motions were approved.

Mr. Foley made the following motion:

Request that the Administration consider hosting an open house program for 5th grade students and inviting parents to discuss the experiences of their children in the middle schools.

On a voice vote, the motion was approved.

Miss Biancheria made the following motion:

Request that the Administration consider developing internships for college students in the Worcester Public Schools that would involve specific learning projects such as the creation of a video, brochures or various STEM projects with students.

On a voice vote, the motion was approved.

9-15-11 - SCHOOL COMMITTEE MEETING - The School Committee approved the action of the Standing Committee as amended.

Mr. Monfredo made the following motions:

Request that the brochures describing special programs such as the Goddard Scholars, the guidelines for Worcester Technical High School and other opportunities offered at the middle school level be completed by December 2011 and forwarded to the Standing Committee on Governance and Employee Issues for approval.

Request that the results of the parent survey be provided to the Standing Committee on Governance and Employee Issues in October 2011.

Request that the Administration develop a public relations plan by December 2011.

On a voice vote, the motions were approved.

PRIOR ACTION (continued)

- 9-15-11 - Mr. Foley made the following motion:  
(continued) Request that the following motion be amended to read as follows:  
Request that the Administration consider hosting an open house program for parents of 5th grade students and invite parents to discuss the experiences of their children in the middle schools.  
On a voice vote, the motion was approved.  
Miss Biancheria made the following motion:  
Request that the Administration consider developing internships for college students in the Worcester Public Schools that would involve specific learning projects such as the creation of a video, brochures or various STEM projects with students.  
On a voice vote, the motion was approved.
- 5-7-12 - Mr. Foley requested that, based on data trends in the survey results, the Administration provide recommendations prior to the budget formulation.  
Ms. Colorio suggested that the Administration consider using e-mail for the distribution of surveys and consider compiling an e-mail list for parents who wish to be notified in this manner.  
Mr. Monfredo made the following motions:  
Request that the Administration provide the results of the Tell Mass Survey Initiative to the School Committee.  
Request that the Administration share the results of the Student Surveys with the Superintendent's Student Advisory Committee for their input and report back to the Standing Committee in November 2012.  
Request that the Administration share the results of the Parent Surveys with the Citywide Parent Planning Advisory Council for their input and report back to the Standing Committee in November 2012.  
Request that the Administration consider ways of getting students involved in a home school reading program.  
Request that the Administration consider holding fifth grade open house events to showcase special programs and indicate ways that students can enroll in them.  
On a voice vote, motions were approved.

PRIOR ACTION (continued)

12-3-12 - STANDING COMMITTEE ON GOVERNANCE AND EMPLOYEE ISSUES

(Considered with gb #2-9.1).

Mr. Monfredo made the following motion:

Request that the Administration consider gb #0-82 and gb #2-9.1 together at the next meeting of the Standing Committee on Governance and Employee Issues to take up the following motions:

Request that the Administration develop a public relations plan to include the creation of a short video highlighting the successes in the system in conjunction with Channel 3, Channel 11 and college interns.

Request that the Administration consider hosting an open house program for 5th grade students and inviting parents to discuss the experiences of their children in the middle schools.

Request that the Administration consider developing internships for college students in the Worcester Public Schools that would involve specific learning projects such as the creation of a video, brochures or various STEM projects with students.

Request that the Administration share the results of the Student Surveys with the Superintendent's Student Advisory Committee for their input and report back to the Standing Committee next month.

Request that the Administration share the results of the Parent Surveys with the Citywide Parent Planning Advisory Council for their input and report back to the Standing Committee with recommendations.

Request that the Administration consider ways of getting students involved in a home school reading program.

Request that the Administration share with the Committee the next steps in the process, after reviewing the three surveys.

On a voice vote, the motion was approved.

Dr. Perda made a presentation on the results of the Mass Tell Survey as contained in Annex A of the backup for the item.

Mr. Monfredo made the following motion:

Request that each school review its findings on the survey and consider additional steps for improvements.

On a voice vote, the motion was approved.

Mr. Foley requested that the Administration use the data to make improvements.

Dr. Perda made a presentation regarding the student surveys as contained in Annex B of the backup for the item. He indicated that in grades 4-8 there was a 79.8% rate of participation and in grades 9-12 there was a 49.3% rate of participation.

PRIOR ACTION (continued)

12-3-12 - Mr. Monfredo mentioned that the Administration should concentrate  
(continued) on rigor, a clean school environment and volunteerism at the secondary level.

Dr. Perda made a presentation regarding the parent survey as contained in Annex C of the backup for the item.

Mr. Monfredo made the following motion:

Request that the Administration share the results of the parent survey and provide feedback from the Citywide Parent Planning Advisory Council as well as from the students.

Mr. Foley requested that the Administration provide a breakdown of the on-line Internet responses to see how they compare with the results that were sent back to the school.

12-6-12 - SCHOOL COMMITTEE MEETING - The School Committee approved the action of the Standing Committee as amended.

Mr. Monfredo made the following motion:

Request that the Administration consider gb #0-82 and gb #2-9.1 together at the next meeting of the Standing Committee on Governance and Employee Issues to take up the following motions:

Request that the Administration develop a public relations plan to include the creation of a short video highlighting the successes in the system in conjunction with Channel 3, Channel 11 and college interns.

Request that the Administration consider hosting an open house program for 5th grade students and inviting parents to discuss the experiences of their children in the middle schools.

Request that the Administration consider developing internships for college students in the Worcester Public Schools that would involve specific learning projects such as the creation of a video, brochures or various STEM projects with students.

Request that the Administration share the results of the Student Surveys with the Superintendent's Student Advisory Committee for their input and report back to the Standing Committee next month.

Request that the Administration share the results of the Parent Surveys with the Citywide Parent Planning Advisory Council for their input and report back to the Standing Committee with recommendations.

Request that the Administration consider ways of getting students involved in a home school reading program.

Request that the Administration share with the Committee the next steps in the process, after reviewing the three surveys.

On a voice vote, the motion was approved.

PRIOR ACTION (continued)

- 12-6-12 - Dr. Perda made a presentation on the results of the Mass Tell  
(continued) Survey as contained in Annex A of the backup for the item.  
Mr. Monfredo made the following motion:  
Request that each school review its findings on the survey and consider additional steps for improvements.  
On a voice vote, the motion was approved.  
Mr. Foley requested that the Administration use the data to make improvements.  
Dr. Perda made a presentation regarding the student surveys as contained in Annex B of the backup for the item. He indicated that in grades 4-8 there was a 79.8% rate of participation and in grades 9-12 there was a 49.3% rate of participation.  
Mr. Monfredo mentioned that the Administration should concentrate on rigor, a clean school environment and volunteerism at the secondary level.  
Dr. Perda made a presentation regarding the parent survey as contained in Annex C of the backup for the item.  
Mr. Monfredo made the following motion:  
Request that the Administration share the results of the parent survey and provide feedback from the Citywide Parent Planning Advisory Council as well as from the students.  
On a voice vote, the motion was approved.  
Mr. Foley requested that the Administration provide a breakdown of the on-line Internet responses to see how they compare with the results that were sent back to the school.  
Mr. O'Connell made the following motion:  
Request that the Administration review the responses in Annex B, page 7 in which almost half of the high school students responded that their classes were too easy and suggest that more rigor be stressed when the curriculum strands are reviewed.  
On a voice vote, the motion was approved.
- 2-14-13 - Mr. Monfredo made the following motions:  
Request that the Administration forward the results of the parent surveys to the CPPAC for input from the members.  
Request that the Administration forward the results of the student survey to the Student Advisory Committee for its input.  
Request that the Administration provide a report regarding the plans and changes to be made, based on the results of the surveys, such as a weakness in the amount of time spent on reading the need for more rigor in the curriculum.

PRIOR ACTION (continued)

2-14-13 - Request that the Administration provide the individual schedules for  
(continued) 5th grade open houses set up to discuss middle school options.

On a voice vote, the motions were approved.

Ms. Colorio made the following motion:

Request that the Administration ask the principals to alert the parents/guardians that:

- a computer will be available at the school for electronic responses to the parent survey
- a paper copy can be provided on request by the parent/guardian and
- completion of the survey by parent/guardian on their own electronic device.

On a voice vote, the motion was approved.

10-15-13 - Dr. Meade-Montaque provided information regarding the ways in which the results of the student and parent surveys brought about changes in the system.

Ms. Colorio stated that students serve as the ambassadors to sell the programs to their peers.

Mr. Monfredo stated the need to develop a Public Relations Plan to include a video to showcase the great programs in the Worcester Public Schools.

Mr. Foley requested that the Administration use this year's student and parent survey results as a benchmark and basis of comparison to the survey results in future years. (Dr. Perda)

Mr. Monfredo requested that the Administration review the prior action for the item, in particular a public relations plan and a fifth grade student and parent program to introduce the excellent opportunities available at the various middle schools.

Mr. Monfredo requested that the Administration provide its responses in February 2014.

Family and Community engagement is a district priority and is a standard of practice under the superintendent evaluation process. The standard reads: “Promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations and other stakeholders that support the mission of the school and district.” As such the district concentrates its efforts to promote the portfolio of options available to our students and parents and advertise the Worcester Public Schools as the preferred school of choice for the Worcester community.

- Quest for Success
- One City One Library
- Worcester City That Reads
- Telegram and Gazette Add – Business Section
- Press Release – Data Report 2014
- Press Release – Apple Connect-Ed Initiative
- State of the Schools Address
- CPPAC Parent/Guardian Expo
- Family and Community Academy
- Abbie/Heart of America Foundation – “Library Make-Over” WEMS
- Joint Use Agreement: WPS and DPH Playground Usage
- Truancy Forum: Attendance Matters Campaign
- Partnership with WCCC – Education Liaison
- Successfully transitioned 143 Spirit of Knowledge Charter School students in to the WPS
- Countdown to Kindergarten – EcoTarium
- WCVE – Broadcast of WPS
- Restructured Channel 11 position to support/expand Public Relations work
- MassPort/Jet Blue Recognition of High School Valedictorians
- School Opening Report
- Strategic Efforts to Improve Graduation Rates
- School Committee Budget Priority Session
- Seven Point Financial Plan for Advancing Student Achievement and Program Sustainability
- District Literacy Plan
- NASSP – Principal of the Year Award
- WTHS – National Blue Ribbon Award
- Secretary Duncan’s visit to WTHS
- President Obama – WTHS Graduation Speaker
- General Colin Powell presentation
- TELL MASS Survey Results



### Positive WPS Stories in Media

Dec-14  
Worcester Superintendent to Unveil Plan for Specialized High School  
Worcester Superintendent to Outline Plan for 'New Advanced  
Worcester Panel Advances Plan for New Nelson Place School  
Burncoat Singers Join Kenny Rogers for Holiday Show at Mohegan  
Worcester CEO Donates Funds for iPads at Belmont Street School  
A Recipe for Style: Student Project Brings Fashion Confidence to

3-Dec Telegram  
4-Dec Mass Live  
9-Dec Telegram  
18-Dec Telegram  
19-Dec Telegram  
30-Dec Telegram

### TV News

Interview with Taimi Padre of Claremont Academy re: Raytheon

11-Dec Charter TV 3/Worcester News Tonight

Jan-15

Warren Strikes Familiar Tone In Visit  
UPDATED: MSBA Announces Nelson Place School Grant, South H  
...And A Leap To Excellence  
Burncoat's O'Connor Scores Centure Point With Worcester Wildc  
Entries Sought For Worcester Celebration Of Black Veterans Next  
Let's Go Program Brings Worcester Middle-Schoolers Beyond The  
Worcester Schools Get \$165k to Slash High Suspension Rates  
Worcester Public Schools Set to Induct Hall Class

5-Jan Telegram  
14-Jan Worcester Magazine  
17-Jan Telegram  
19-Jan Telegram  
19-Jan Mass Live  
21-Jan Telegram  
21-Jan Mass Live  
21-Jan Telegram

Feb-15

Central Massachusetts Schools With The Highest Graduation Rates  
North High School Students Embark On A Mission  
Worcester School Committee Extends Boone's Contract  
Worcester Public Schools Wins Meritorious Budget Award  
Massachusetts Ranks #1 In Bullying Prevention In Schools  
Worcester Puts Big Push On Books This Month  
Worcester's Erin O'Connell Enjoying Life On WEEI's Planet Mikey

1-Feb Go Local Worcester  
5-Feb Worcester Magazine  
5-Feb Telegram  
13-Feb Go Local Worcester  
14-Feb Go Local Worcester  
17-Feb Telegram  
20-Feb Go Local Worcester

Documentary To Spotlight Area Black Veterans Feb 28 in Worcester  
HOPE Coalition Helps Worcester Youth Weed Out Tobacco  
3rd Annual Conference For Bullying Prevention To Be Held On Wed  
Homeless To Harvard' Story Encourages Tech Students To Ask 'What  
Homeless To Harvard' Speaker Urges Worcester Tech Students, Teachers  
Here's How You Can Help Andy's Attic, A WPS Charity Run By Tea  
Tourney Time Begins For Worcester Hoop Teams  
Condit: Cooperation And Good Will For A Great Cause With Dance  
Region's First Recovery High School Is Planned For Worcester  
3rd Annual Anti-Bullying Conference: A Community Collaboration

20-Feb Telegram  
20-Feb Telegram  
24-Feb Go Local Worcester  
24-Feb Go Local Worcester  
24-Feb Telegram  
24-Feb Turtleboy Sports  
25-Feb Telegram  
25-Feb Go Local Worcester  
25-Feb Telegram  
26-Feb Go Local Worcester

Mar-15  
Two Worcester East Middle Teachers Chosen For NASA Program  
Worcester Public Schools Science Fair Next Week At Ecotarium  
Worcester Regional Science & Engineering Fair March 13 At WPI  
Burncoat's O'Connor Named MA High School Hockey All-Star  
Burncoat's O'Connor Named MA High School Hockey All-Star  
73rd Worcester Arts Festival To Be Held On March 17

3-Mar Go Local Worcester  
4-Mar Go Local Worcester  
8-Mar Telegram  
9-Mar Go Local Worcester  
9-Mar Go Local Worcester  
10-Mar Go Local Worcester

Apr-15  
Union Hill School Turnaround Touted As Success Story  
Streetcar named Desire' Production At Hanover Incudes Shows From  
Worcester Teachers Chosen As NASA Airborne Astronomy Ambassador  
Hometeam: Pojani, Ganem Have Doherty Aiming For Greatness  
Worcester On The Move Promotes Healthy Living For Students  
Civics Camp Lessons: Show Up, Speak Up

9-Apr Telegram  
9-Apr Telegram  
9-Apr Worcester Magazine  
12-Apr Telegram  
15-Apr Telegram  
22-Apr Telegram

#### TV News

BHS Robotics Team  
Worcester 4th Graders Learn Bicycle Safety From WPD  
WTMS Awards

9-Apr Charter TV 3  
14-Apr Charter TV 3  
15-Apr Charter TV 3

STANDING COMMITTEE: **GOVERNANCE AND EMPLOYEE ISSUES**

DATE OF MEETING: Tuesday, April 28, 2015

ITEM: Mr. O'Connell/Ms. Novick/Mr. Monfredo/Miss Biancheria (July 17, 2012)

To reestablish the Title 1 Parent Advisory Council for the Worcester Public Schools.

PRIOR ACTION:

8-23-12 - Referred to the Standing Committee on Governance and Employee Issues.

9-27-12 - STANDING COMMITTEE ON GOVERNANCE AND EMPLOYEE ISSUES

Mr. Monfredo made the following motions:

Request that the School Committee accept the recommendation of the Administration to establish a Title 1 Parent Advisory Council at each Title 1 elementary school to:

- review current district guidelines relative to Title 1 Parent Advisory Councils
- analyze individual schools' PAC Title 1 practices
- review samples of school/family compacts developed during the 2011-12 school year
- make recommendations that will assist schools on strengthening the overall process, to include greater parent participation and the crafting of working/active school/family compacts and to consider holding school meetings during the months of October, December, February, April and June

Request that the Administration consider holding a Title 1 District Parent Advisory Council meeting with the co-chair parents of all Title 1 elementary schools in October of each year to set guidelines for the next school year.

Request that the Administration provide a report in December with timelines for implementation of the above mentioned motions.

On a voice vote, the motions were approved.

HOLD.

BACKUP:

Annex A (5 pages) contains a copy of the information regarding the item.

PRIOR ACTION (continued)

- 10-4-12 - SCHOOL COMMITTEE MEETING - The School Committee approved the action of the Standing Committee as amended.  
Mr. Monfredo made the following motions:  
Request that the School Committee accept the recommendation of the Administration to establish a Title 1 Parent Advisory Council at each Title 1 elementary school to:
- review current district guidelines relative to Title 1 Parent Advisory Councils
  - analyze individual schools' PAC Title 1 practices
  - review samples of school/family compacts developed during the 2011-12 school year
  - make recommendations that will assist schools on strengthening the overall process, to include greater parent participation and the crafting of working/active school/family compacts and to consider holding school meetings during the months of October, December, February, April and June
- Request that the Administration consider holding a Title 1 District Parent Advisory Council meeting with the co-chair parents of all Title 1 elementary schools in October of each year to set guidelines for the next school year.  
On a voice vote, the motions were approved.  
Mr. O'Connell made the following motion:  
Request that the following motion be amended to read as follows:  
Request that the Administration provide a report in December with timelines for implementation of the above mentioned motions **and consider that all Parent Advisory Council meetings take place during the months of October, December, February, April and June of each school year.**  
On a voice vote, the motion was approved.  
HOLD.
- 10-15-13 - Dr. Rojas presented an update on the Title I Parent Advisory Council.  
Mr. Monfredo made the following motion:  
Request that the Administration provide in May 2014 an update on the progress of the Title I Parent Advisory Council meetings highlighting events that have taken place throughout the year and information regarding the Statewide Parent Advisory Council Program.  
On a voice vote, the motion was approved.

**Request that the School Committee accept the recommendation to reestablish the Title I Parent Advisory Council for the Worcester Public Schools:**

The No Child Left Behind Parental Involvement: Title I, Part A Non-Regulatory Guidance (U.S. Department of Education, April 23, 2004), defines parental involvement “...as the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –

- *That parents play an integral role in assisting their child’s learning;*
- *That parents are encouraged to be actively involved in their child’s education at school;*
- *That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and*
- *That other activities are carried out, such as those described in section 118 of the ESEA (Parental Involvement, section 9101(32)ESEA).*

Under the above guidelines and as stipulated by the above definition, districts’ efforts to promote both parental involvement and parental engagement should be diverse so as to accommodate multiple levels of meaningful involvement/engagement by parents/guardians in the education of their children. Congruent with other evidenced based research models to support parental and community engagement, such as the Coalition for Community Schools ([www.commmity schools.org](http://www.commmity schools.org)), and the School and Main Institute from Boston ([www.schoolandmain.org](http://www.schoolandmain.org)), effective models that support sustainable family and community engagement practices by school districts, especially urban school districts are based upon the districts’ development of a diverse portfolio of practices, programs, supports and strategies to actively engage parents/guardians at their level. These recent models of fostering parent and community engagement have been developed as a result of the overwhelming evidence from nation-wide practices that promoting parental participation under discrete forms, such as the proposed form of a Parent Advisory Council, would only make parental involvement/engagement accessible to a small group of parents and under a circumscribed forum, one that does not necessarily maximizes the potential for input and participation from all parents/guardians.

The Worcester Public Schools (WPS) embraces the notion that parents/guardians are invested in the education of their children and are eager to participate in promoting success for their children when meaningful activities, safe and supportive forums, and engaging programs are provided to the student

community and parents/guardians. To this effect, the Division of English Language Learners and Supplemental Support Services (ELL and SSS) has already implemented multiple strategies to craft a portfolio of activities and offerings that not only would maximize opportunities for all parents to become involved in schools and their children's education but also provide parents with options that allow them to engage and participate at whatever level they are able to, based upon their circumstances. Under such model of promotion of parental involvement/engagement, barriers that typically interfere with parent/guardian participation are either eliminated or accounted for, so that the goals of reaching out and communicating to parents in multiple modalities, and offering options to parents for involvement/engagement at their comfort level are both met. The ultimate goal of the ELL and SSS division is to develop embedded practices of family engagement within the schools, students' homes and the community, so that schools, parents/guardians and community organizations are all partners in promoting academic excellence and citizenry for all students.

The current instituted practices and initiatives by the Worcester Public Schools that show evidence of the district's family and community engagement work are listed below:

1. All district schools develop Family and Community Compacts as part of the School Accountability Plan process where they detail events, practices and meetings that will take place at the schools in support of parent/community engagement (attached).
2. All schools have regular School Site Councils with parent representatives.
3. Most schools have Parent Organizations.
4. District conducts yearly surveys to obtain parent input.
5. The Division of ELL and SSS instituted parent surveys for Summer School as of summer 2014. Parent Surveys will also be instituted as common practice for after school and summer programs as of SY 2014-15.
6. The Division of ELL and SSS has formed strong and sustainable partnerships with several community organizations for a variety of purposes, including improvements in family and community engagement practices through community based offerings.
7. Since SY 2013-14, some after school and summer school programs integrated family engagement events to either kick-off programs, promote parental participation and to showcase students' outcomes. A few examples include theater productions for theater afterschool programs in three schools, and Celebration of ELL Summer Academy both at Worcester state University (ELL Academy Brochure attached). In addition, multiple Family Academy events were held at districts' schools throughout the year with much success in promoting parent attendance and participation in meaningful activities connecting parents, schools and youth around education.
8. The Founding of the Family and Community Academy of Worcester, a partnership organization that includes the Worcester Public Schools, to support parents/guardians' engagement in education and the overall development of the whole child. Such organization has already started to develop a portfolio of program offerings for parents/guardians, as well as events that create common-places for parents/guardians, community organizations and schools to communicate, collaborate and innovate within their partnership on behalf of WPS students' success (Information attached; power point on SC file).

## Family & Community Academy of Worcester

### Partnership Agreement

This agreement defines and establishes responsibilities for the Family & Community Academy of Worcester:

**Purpose:**

The Family & Community Academy of Worcester is a partnership between several community organizations and the Worcester Public Schools. The purpose of the Family & Community Academy of Worcester is to support parents/guardians and other caregivers in developing the skills and confidence for lifelong learning and active engagement in the development of the whole child.

**Program Partner/Sponsor Responsibilities:**

Partners provide essential assistance such as course offerings, financial support, facilities for classes, food for events, gift cards and other items to give away as prizes and incentives, internship positions for Family & Community Academy of Worcester graduates, and/or other services or supplies. If hosting or co-hosting a course, partners must provide logistical arrangements. Partners will be acknowledged on the Family & Community Academy of Worcester website, social media, and at public events. Any publicity will include mention of partner names and information.

Please list the ways that your organization plans to contribute to the success of the Family & Community Academy of Worcester as a program partner:

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A signature below indicates your commitment to participate as a *partner* to the Family & Community Academy of Worcester:

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
(Contact Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_

\_\_\_\_\_

## Family & Community Academy of Worcester

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#### **Advisory Board Responsibilities:**

Advisory Board members are Partner organizations who take an additional active role in the planning and execution of the Family & Community Academy of Worcester. In addition to providing guidance to the Executive Committee on the overall direction of the Family & Community Academy of Worcester, Advisory Board organizations will offer reasonable resources and guidance in their areas of expertise, including listing parent education and capacity-building events that they are already offering to the community as a part of the Family & Community Academy of Worcester. Advisory Board member organizations agree to publicize Family & Community Academy of Worcester courses/events to their internal client/member/affiliate lists. Any publicity will include mention of partner names and information.

The Advisory Board will meet at least once per quarter. Member organizations should send an appropriate representative to all meetings.

A signature below indicates your commitment to participate as an *Advisory Board Member* to the Family & Community Academy of Worcester:

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
(Contact Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Director/Supervisor Signature)

\_\_\_\_\_  
(Date)



## SCHOOL, FAMILY & COMMUNITY COMPACT

### SCHOOL:

We, the insert school. Community, establish this Compact, in partnership with our families and community members to ensure:

- All staff will have high expectations for all students
- All teachers will deliver high quality, effective instruction through the use of a standards-based curriculum and a set of evidence-based instructional practices
- All students will be guaranteed a rigorous core curriculum
- All students will experience measurable gains in their learning
- All students will graduate from the Worcester Public Schools college and career ready

Family involvement in the schools is an important component of educational success. At insert school we recognize that families are our children's first teachers. The following statements define the partnership between home and school. Please check off the items that you agree to below:



### As a Parent/Guardian I pledge to:

<input type="checkbox"/>	See that my child is on time for school every day and ready to learn.
<input type="checkbox"/>	Talk to my child about how important school is and encourage him/her to do his/her best at all times and to cooperate with teachers, administrators and other students
<input type="checkbox"/>	Read all notices from school and talk to teachers and administrators about my child's academic and behavioral issues.
<input type="checkbox"/>	Find out how my child is doing at school by attending all parent teacher conferences and meetings, returning all phone calls, and attending school events.
<input type="checkbox"/>	Ensure that my child does his/her homework every night and check it before it is returned to school.
<input type="checkbox"/>	Teach my child to resolve conflict in positive, non-violent ways and talk to him/her about the importance of respectful behavior toward all staff and students at school.



### As a Student I pledge to:

<input type="checkbox"/>	Work cooperatively with others, participate in class, and complete all my school and homework.
<input type="checkbox"/>	Obey all classroom and school rules at all times.
<input type="checkbox"/>	Have a positive attitude and be polite and respectful to all teachers, staff, and other students.
<input type="checkbox"/>	Resolve all conflict in positive, non-violent ways.
<input type="checkbox"/>	Talk to my parents and caretakers about what I am learning in school every day.



### As a Teacher I pledge to:

<input type="checkbox"/>	Respectfully and accurately inform parents of their child's on-going progress.
<input type="checkbox"/>	Document on-going assessment of each child's academic progress.
<input type="checkbox"/>	Plan and deliver instruction to address the academic needs of each child based on assessment.
<input type="checkbox"/>	Maintain high expectations and rigor for all students daily.

ITEM: gb #3-318

STANDING COMMITTEE: **GOVERNANCE AND EMPLOYEE ISSUES**

DATE OF MEETING: Tuesday, April 28, 2015

ITEM: Ms. Colorio/Ms. Novick (December 11, 2013)

To refer Health Bill H450 to the Standing Committee on Governance and Employee Issues.

PRIOR ACTION:

12-19-13 - Referred to the Standing Committee on Governance and Employee Issues.

Ms. Novick made the following motion:

Request that the item be amended to read as follows:

To refer Health Bill H450 to the Standing Committee on Governance and Employee Issues.

On a voice vote, the motion was approved.

Mr. O'Connell made the following motion:

Request that the Ms. Colorio be notified when the item is discussed at the Standing Committee level.

On a voice vote, the motion was approved.

BACKUP: House Bill 450 has been refiled as House Bill 3793.

Annex A (2 pages) contains a copy of H3793.

**HOUSE . . . . . No. 3793**

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The Commonwealth of Massachusetts

\_\_\_\_\_  
In the Year Two Thousand Thirteen  
\_\_\_\_\_

An Act relative to healthy youth.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

1 SECTION 1. Chapter 71 of the General Laws, as appearing in the 2012 Official Edition,  
2 is hereby amended by inserting after Section 32A the following:—

3 Section 32B. (1) For the purposes of this Act, the following terms shall have the  
4 following meanings:

5 “Age-appropriate” means topics, messages, and teaching methods suitable to particular  
6 ages or age groups of children and adolescents, based on developing cognitive, emotional, and  
7 behavioral capacity typical for the age or age group;

8 “Department” means the Department of Elementary and Secondary Education;

9 “Medically accurate” means supported by peer-reviewed research conducted in  
10 compliance with accepted scientific methods, and recognized as accurate and objective by  
11 leading medical, psychological, psychiatric, and public health organizations and agencies, and,  
12 where relevant, published in peer-reviewed journals.

13 (2) Each school district or public school that offers sexual health education shall provide  
14 medically accurate, age-appropriate education. Sexual health education under this section shall:  
15 teach the benefits of abstinence and delaying sexual activity; stress the importance of effectively  
16 using contraceptives and barrier methods to prevent unintended pregnancy and sexually  
17 transmitted infections, including HIV/AIDS; teach students the skills to effectively negotiate and  
18 implement safer sexual activity; help students develop the relationship and communication skills  
19 to form healthy, respectful relationships free of violence, coercion, and intimidation and make  
20 healthy decisions about relationships and sexuality; and be appropriate for students regardless of  
21 gender, race, disability status, or sexual orientation.

22 (3) Any school district or public school that utilizes the curricula consistent with the  
23 Massachusetts comprehensive health curriculum framework shall be presumed to be in  
24 compliance with this section.

25 SECTION 2. Said Chapter 71 is hereby amended by striking out said section 32A in its  
26 entirety and inserting in place thereof the following section:-

27 Section 32A. Every city, town, regional school district or vocational school district  
28 implementing or maintaining curriculum, which primarily involves human sexual education or  
29 human sexuality issues shall adopt a written policy ensuring parental or legal guardian  
30 notification of the comprehensive sexual health education that the school will provide and the  
31 right of the parent or legal guardian to withdraw his or her child from all or part of the  
32 instruction, and the process by which said withdrawal is communicated to the school. Said policy  
33 shall also advise parents and legal guardians that instruction materials and related items for said  
34 curriculum shall be made reasonably accessible to parents and guardians for inspection and  
35 review, and shall specify when and where such materials will be available.

36 To the extent possible, such notification shall be provided in English and in the native  
37 language of the parents and legal guardians. If the arrangements for such instruction are made  
38 after the start of the school year, to the extent possible, this notification shall be sent out no later  
39 than 10 days prior to the start of instruction.

40 Students whose parents or legal guardians have withdrawn them from all or part of sexual  
41 health instruction shall not be subject to disciplinary action, academic penalty, or other sanction.  
42 An alternative educational activity shall be made available to students whose parents have  
43 excused them from the instruction.

44 SECTION 3. Section 1I of Chapter 69 of the General Laws, as appearing in the 2012  
45 Official Edition, is hereby amended by inserting at the end thereof the following:—

46 (a) No sooner than the academic year 2015-2016, each school district and  
47 Commonwealth charter school shall file a report regarding sexual health education in the district  
48 with the department every year by a date and in a format determined by the board. Said report  
49 shall include, but not be limited to, the following data for each public school district and  
50 Commonwealth charter school, by grade level:

- 51 a. a description of any sexual health education curricula offered;
- 52 b. the approximate number of hours spent on sexual health education;
- 53 c. the number of students receiving sexual health education; and
- 54 d. the number of students who withdraw from sexual health education, pursuant to  
55 section 32A.

ITEM: gb #4-197

STANDING COMMITTEE: **GOVERNANCE AND EMPLOYEE ISSUES**

DATE OF MEETING: Tuesday, April 28, 2015

ITEM: Administration (June 30, 2014)

To consider amending the policy regarding Employee Use of Social Media, Websites, Blogs and Other Online Social Tools.

PRIOR ACTION:

7-31-14 - Referred to the Standing Committee on Governance and Employee Issues.  
Ms. Novick requested that the Superintendent's bulletin regarding the policy for computer use for staff members be included as backup when the item is discussed at the Standing Committee on Governance and Employee Issues.

BACKUP:

Annex A (2 pages) contains a copy of the proposed policy regarding Employee Use of Social Media, Websites, Blogs and Other Online Social Tools.  
Annex B (2 pages) contains a copy of the Superintendent's bulletin the policy for computer use for staff members.

## **Worcester Public Schools**

### **Proposed Policy Regarding Employee Use of Social Media, Websites, Blogs, and Other Online Social Tools**

#### **I. Purpose**

The Worcester Public School District recognizes the importance of technology and the use of modern online tools as a means to educate our students. The District also acknowledges that it has an obligation to protect student data and to maintain professional boundaries between our staff and the community. Everyone working for the District is a public employee and has an obligation to represent themselves responsibly within the community. Employees at all levels are role models for our students, both within the school and out in the community. This policy addresses staff's use of online tools such as websites, social networks, forums, virtual environments, and other online social tools. The District does not prohibit staff from using social media tools for personal use, but such use is prohibited during the work day except on breaks or when authorized by the principal, Superintendent or designee. In addition, the District prohibits posting any information online that violates state or federal laws or District policies.

#### **II. Statement of Policy**

The School Committee recognizes the importance of social media for its employees, and acknowledges that staff has the right under the First Amendment, to speak on matters of public concern. Further, this policy is not meant to infringe on the rights of both union and non-union employees to engage in lawful, concerted activities under MGL Ch. 150E for the purpose of collective bargaining or other mutual aid or protection on social media sites. However, the School Committee will regulate the use of social media by employees, including employees' personal use of social media, when such use:

- interferes or disrupts the work of the school district
- is used to harass coworkers or other members of the school community
- creates a hostile work environment
- breaches student or employee confidentiality, including but not limited to posting data, documents and photographs
- crosses professional conduct or professional boundaries as defined in the Superintendent's annual bulletins.
- implies that the employee is acting as an agent of the school district by referencing school or district images, logos, official names, or proprietary property

Employees who violate this policy may face discipline up to and including termination, consistent with School Committee policies and/or collective bargaining agreements, if applicable.

### **III. Definition**

**Public social media networks** are defined as online tools that allow interaction between one or more parties through postings, comments, or messages.

### **IV. Requirements**

All Worcester Public employees are expected to act professionally. Those viewing social media sites may view the employee as a representative of the school and/or the District. This is especially true when the employee is referring to the District, its schools, students, families, programs, activities, employees, or volunteers. The District requires employees to observe the following rules on any social media networks:

- A. The employee must not post any information online that violates state or federal laws or District policies.
- B. Employees should not use their Worcester Public School's email address for communications on public social media networks that have not been approved by the District.
- C. Employees may not act as a spokesperson for the District or post comments as a representative of the District, except as authorized by the Superintendent or the Superintendent's designee.
- D. Employees may not disclose information on any social media network that is confidential or proprietary to the District, its students, or employees or that is protected by data privacy laws.
- E. Employees may not use or post the District logo on any social media network without express written permission from the Superintendent, or designee.
- F. Employees may not post images of students on any social media network without written parental consent, except for images of students taken at public events
- G. When referring to the District, its schools, students, families, programs, activities, employees, or volunteers on any social media network, employees must be professional in all communications (text, images, or other). Employees shall not engage in communications or conduct that is harassing, threatening, bullying, libelous, or defamatory, or that encourages illegal activity or the inappropriate use of alcohol, use of illegal drugs, or sexual behavior, or an act recognized as discriminatory under the law.
- H. The District recognizes that students, staff, or other members of the public may create social media sites representing clubs, teams, or other student groups within the District. When employees choose to join or interact with these social networking sites, they do so as a de facto representative of the District.
- I. Employees have responsibility for maintaining appropriate employee-student relationships at all times and have responsibility for addressing observed inappropriate behavior or activity on these social media networks.

An employee who is responsible for a social media posting that fails to comply with the rules and guidelines set forth in this policy may be subject to discipline, up to and including termination.

PLEASE POST

## OFFICE OF THE SUPERINTENDENT

WORCESTER PUBLIC SCHOOLS  
WORCESTER, MASSACHUSETTS

2014-2015

BULLETIN #12

PROFESSIONAL CONDUCT SERIES

AUGUST 25, 2014

**TO: ALL PERSONNEL**

**FROM: DR. MELINDA J. BOONE, SUPERINTENDENT**

**SUBJECT: POLICY FOR COMPUTER USE FOR STAFF MEMBERS**

- All computers are the sole property of the Worcester Public Schools. All hardware, software, files and documents contained therein are considered to be exclusively the property of the Worcester Public Schools.
- Any unauthorized non-educational use of these resources for personal or business purposes may be cited as a violation of the Worcester Public Schools Policy and may result in possible loss of computer access privileges and/or disciplinary action to the persons or department found in violation.
- Any employee who knowingly misuses the system, including, but not limited to, loading unapproved software which corrupts the system or in any way causes system corruption, may be subject to disciplinary action.
- The Worcester Public Schools reserves the right to remove from the Educational Computer Network at any time, any computer system, hardware, or software which is deemed to be a security risk or is found to be the source of any intrusive hardware, software, or virus.
- Internet use within the Worcester Public Schools Educational Network is for educational research purposes only. Please refer to the WPS Worcester Acceptable Use Policy and EdNet Manual for any and all use of the Internet within the Worcester Public Schools.

For additional information the complete acceptable use policy is attached.

If you have additional questions about these guidelines please contact your supervisor of the Human Resource Manager, Stacey Luster at 508-799-3020.

Attachment

*The Worcester Public Schools is an Equal Opportunity/Affirmative Action Employer/Educational Institution and does not discriminate regardless of race, color, gender, age, religion, gender identity, national origin, marital status, sexual orientation, disability, or homelessness. The Worcester Public Schools provides equal access to employment and the full range of general, occupational and vocational education programs. For more information relating to Equal Opportunity/Affirmative Action contact Stacey Deboise Luster, Human Resource Manager, 20 Irving Street, Worcester, MA 01609. 508-799-3020.*



## Acceptable Use Policy for Worcester Public Schools Staff

The Worcester Public Schools is pleased to offer staff access to a computer network for Internet use. Access to the Internet and email will enable staff to explore thousands of libraries, databases, museums, and other repositories of information and to exchange personal communication with other Internet users around the world. Staff should be aware that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, or potentially offensive. The Internet is to be used for constructive educational purposes only. A filtering system is in place that attempts to deny access to educationally inappropriate sites. It is important to understand that no solution is perfect and at times educational sites may be incorrectly blocked, and conversely, inappropriate sites might not be blocked. The staff is advised never to access, keep, or send anything that they would not want made public.

**Privacy** - Drives and files may be reviewed by network administrators occasionally to maintain system integrity.

**Storage Capacity** -- Users are expected to remove or delete unused files or other material that take up excessive storage space.

**Software Installation** – Commercial software, shareware, or freeware will not be downloaded or installed onto network drives unless approved by the principal and installed by the on-site contact person. Any software that interferes with the operation of the WPS network will be removed.

**Inappropriate Materials, Language, or Usage** – No impolite, profane or threatening language should be used. A good rule to follow is never view, send, or access materials that you would not want to be made public. The WPS disk space or Internet will not be used for any commercial purposes.

These are guidelines to follow:

1. Do not use a computer to harm other people or their work.
2. Do not damage the computer or cause harm to the network in any way.
3. Do not install any software, shareware, or freeware without going through the contact person.
4. Do not violate copyright laws.
5. Do not view, send, or display offensive messages or pictures.
6. Do not waste limited resources such as disk space or printing capacity.
7. Do not trespass in another's folders, work, or files.
8. Do not use WPS email or Internet access for any commercial purposes or personal announcements.
9. Do not use WPS email to broadcast announcements or messages to multiple-user groups without prior approval of building or network personnel.

### STAFF USER AGREEMENT

As a member of the WPS staff, I have read and agree to comply with this policy. I understand this agreement will be kept on file at the school. (Questions should be directed to the principal for clarification.)

Name: (print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

STANDING COMMITTEE: **GOVERNANCE AND EMPLOYEE ISSUES**

DATE OF MEETING: Tuesday, April 28, 2015

ITEM: Mr. O'Connell/Mr. Monfredo/Ms. Novick/Miss Biancheria (October 22, 2014)

To review, and to respond to, the October 2014 draft "Educator Licensure and License Renewal Design Principles and Policy Options" prepared by the Department of Elementary and Secondary Education.

PRIOR ACTION:

11-6-14 - Referred to the Standing Committee on Governance and Employee Issues.

The following individuals voiced their opposition to the item:

Leonard Zalauskas, President, EAW

Catherine Whalen, Teacher, Doherty Memorial High School

Caitlin McCarthy, Teacher, Worcester Technical High School

Ms. Novick requested that the item be discussed at the meeting of the Standing Committee on Governance and Employee Issues on Monday, November 24, 2014.

Ms. Novick made the following motion:

Request that the members of the Standing Committee on Governance and Employee Issues draft a letter to be sent to both the Commissioner of Education and the Board of Education regarding opposition to the draft "Educator Licensure and License Renewal Design Principles and Policy Options."

On a voice vote, the motion was approved.

BACKUP:

The Administration recommends that the item be filed.

ITEM: motion  
(ros #3-9)

STANDING COMMITTEE: **GOVERNANCE AND EMPLOYEE ISSUES**

DATE OF MEETING: Tuesday, April 28, 2015

ITEM: Ms. Novick (December 19, 2013)

Request that the School Committee draft a policy stating that the School Committee members who evaluate the Superintendent should be those who actually served during the evaluation period. This policy would allow an outgoing member to be part of the evaluation process.

PRIOR ACTION:

12-19-13 - Mayor Petty stated that the members of the School Committee should submit their evaluation on January 13, 2014 and that on January 23, 2014 he will present the composite summative evaluation.

Dr. Boone provided an overview of the sections of the evaluation form as follows:

- End-of-Cycle Summative Evaluation Report: Superintendent
- Superintendent's Performance Goals
- Superintendent's Performance Rating for Standard I: Instructional Leadership
- Superintendent's Performance Rating for Standard II: Management and Operations
- Superintendent's Performance Rating for Standard III: Family and Community
- Superintendent's Performance Rating for Standard IV: Professional Culture

(Continued on page 2.)

BACKUP:

Proposed Policy

Members of the School Committee who are seated during the period of the evaluation will be allowed to be part of the evaluation process even if they are not members at the time of the evaluation.

PRIOR ACTION:

12-19-13 - Ms. Novick made the following motion:  
(continued) Request that the following motion be referred to the Standing Committee on Governance and Employee Issues:  
Request that the School Committee draft a policy stating that the School Committee members who evaluate the Superintendent should be those who actually served during the evaluation period. This policy would allow an outgoing member to be part of the evaluation process.  
On a voice vote, the motion was approved.  
Mr. O'Connell requested that the Administration provide the School Committee with a list of documents that the Superintendent has enumerated simply specifying the meeting at which they were presented.  
Mr. O'Connell made the following motion:  
Request that the Administration provide the Formative Assessment that was presented to the School Committee on July 25, 2013 under gb #3-201.1.  
On a voice vote, the motion was approved.  
Mr. Foley suggested that the Clerk of the School Committee electronically forward the Formative Assessment that was presented to the School Committee on July 25, 2013 under gb #3-201.1.