

LYNN PUBLIC SCHOOLS

Administrative Offices - 90 Commercial Street, Lynn, MA 01905
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LYNN, MASS.

Office of the Superintendent

February 4, 2011

Ms. Mary F. Audley
City Clerk
Lynn City Hall

Dear Ms. Audley:

The Third Regular Meeting of the Lynn School Committee will be held on Thursday, February 10, 2011 at 7:00 P.M. in the Tiger's Den, at the Lynn Vocational Technical Institute Annex, 90 Commercial Street, Lynn.

Prior to the above a Personnel Sub-Committee meeting has been scheduled at 6:00 P.M. If time allows, an open mike session will be held also.

Very truly yours,

Catherine C. Latham, Ed.D.
Superintendent of Schools

mh

LYNN PUBLIC SCHOOLS
Administrative Offices
90 Commercial Street
Lynn, Massachusetts

PERSONNEL SUB-COMMITTEE MEETING
Thursday, February 10, 2011
6:00 P.M.

AGENDA

- I. Status: Confidential Secretaries and Civil Service Clerical Positions – Mr. Mihos
- II. Job Description
 - A. Human Resource Manager
 - B. Office Assistant – Personnel Office
- III. Job Postings (Information)
 - A. Assistant Director of Curriculum and Instruction-ELA/Reading
 - B. L.E.E.P. – English Language Learners (ELL)
 - C. McKinney-Vento Homeless Liaison/Nurse
 - D. Assistant Director for Alternative Programs (for City Academy at Fecteau-Leary Jr/Sr High School)
- IV. Lynn Public School Policies
 - A. Professional Staff Recruiting/Posting of Vacancies
 - B. Professional Staff Hiring
 - C. Recruitment and Selection of Administrators
- V. Crossing Guards at Callahan School
- VI. Superintendent's Reorganization

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Lynn, MA 01905

Third Regular Meeting of the School Committee
Thursday, February 10, 2011
7:00 P.M.

ORDER OF BUSINESS

- I. Salute to the Flag
- II. Moment of Silence
- III. Necrology
 - A. Janine Serrano-Struyde, Special Education teacher on January 9, 2011
 - B. Rosalie Kurpiel, Lunch Aide on January 15, 2011
 - C. John Marr, retired EHS History teacher on January 18, 2011
 - D. Janice Sheehan, Payroll Clerk on January 26, 2011
- IV. Minutes (for adoption)
 - A. Nineteenth Regular Meeting – December 9, 2010
- V. Presentation
 - A. Certificates of Academic Excellence – Dr. Latham
 - B. Race To The Top Grant – Juli-Ann Ierardi
 - C. L.V.T.I. Goals - update – Power point presentation – Diane Paradis
- VI. Appointments
 - A. Elaine Appleton, Lynn – Adult Basic Literacy Teacher, eff. January 10, 2011
 - B. John L. Pavia, Salem - Vice Principal at English High School, eff. January 18, 2011
 - C. Joan C. Martineau, Wenham - Program Specialist for Language Support, eff. January 3, 2011
 - D. Margaret Hines, Salem – Confidential Secretary to the Department Head in the Superintendent's office – effective January 4, 2011
 - E. Candace MacCallum, Peabody - Assistant Director of Curriculum and Instruction-ELA/Reading - effective February 7, 2011
- VII. Unfinished Business
- VIII. New Business
 - A. MSBA Vote – Statement of Interest – Pickering Middle School
 - B. Field Trip Study Tour Planning
 1. English High School to Italy, April 15 – 27, 2011
 2. English High School – 2011 MCJROTC Region One Championships – in Pennsylvania - March 25 & 26, 2011
 3. English High School – 2011 MCJROTC National High School Drill Team Championships – Daytona Beach, Florida – April 27 – May 4, 2011

Third Regular School Committee Meeting – February 10, 2011 (cont'd)

VIII. New Business (cont'd)

- C. Request to Home School for 2010-11 school year:
 - 1. Batista family – 4 children (Grades 1, 2, 3, and 5)
 - 2. Starkey family – 1 child (Grade 5)
- D. Ratification of votes taken by Personnel Sub-Committee on February 10, 2011
- E. S.T.A.R. Club Program – Classical High School
- F. State Ethics Commission – Gifts to Public School Teachers and Staff (accept as policy)
- G. Request to reschedule the May 12, 2011 School Committee Meeting - Mayor Kennedy
- H. MASC Day on the Hill – March 20, 2011

IX. Communications

- A. Ingalls School Principal to Lynn English High School Future Teachers' Club Advisor – thanks to the students for their efforts during the Holiday Season for Ingalls families.
- B. Chartwells – President Obama's Healthy, Hunger-Free Kids Act of 2010
- C. Inspectional Services Department to Classical High School Principal re: Post Remediation Report
- D. Inspectional Services Department regarding Thurgood Marshall Middle School Bioaerosol Report
- E. Department of Early Education and Care re: Health Care Reform

X. Information

- A. Superintendent's Report
 - 1. MA DESE - Student Learning Time: Guidance on the 180-Day Requirement
 - 2. Dress Code
 - 3. Redesign Plans
 - 4. State of the Schools

XI. Personnel

- A. Retirement (Administrator)
 - 1. Mary Ann Sharpe, Assistant Director of Curriculum and Instruction-ELA/Reading, effective March 7, 2011.
- B. Retirement (Teachers)
 - 1. Janet Hosking, Curriculum Department, Reading Intervention, retiring effective January 21, 2011.
- C. Retirement (Clerical)
 - 1. Patricia R. Desilets, Office Assistant to the Human Resource Manager, retiring effective February 4, 2011.
- D. Resignation (Teacher)
 - 1. Andrew L. Carter, Breed Middle School, Social Studies (History), resigning effective February 25, 2011.
- E. Leave of Absence (Teachers)
 - 1. Laura Weiss, Classical High School, Secondary Music/Vocal/Keyboard, Family Medical Leave of Absence effective September 7, 2010 through September 29, 2010 followed by unpaid Maternity Leave of Absence September 30, 2010 through the remainder of the school year June 2011.

Third Regular School Committee Meeting – February 10, 2011 (cont'd)

XI. Personnel

E. Leave of Absence (Teachers) cont'd

2. Karen Murphy, Sewell-Anderson Elementary School, Grade 2, Sick/Maternity Leave of Absence effective January 18, 2011 through February 9, 2011 followed by unpaid Maternity Leave of Absence February 10, 2011 through April 8, 2011.
3. Erin Murphy, Breed Middle School, Secondary Music, amending Family Medical Leave of Absence to end on December 23, 2010 and return to her position on January 3, 2011.

F. Assignments (Teachers)

1. Stephanie Franey, Saugus, MA, assigned to Lincoln-Thomson Elementary School, Grade 1, effective September 7, 2010. License # 443085, Field: Elementary 1-6.
2. Jennifer Gambill, Beverly, MA, assigned to Connery Elementary School, Kindergarten All Day, effective September 7, 2010. License # 423804, Field: Early Childhood PK-2.
3. Shannon Gunderson, Peabody, MA, assigned to Breed Middle School, Resource Inclusion, effective December 13, 2010. License # 418374, Field: Elementary 1-6. Not Licensed for this position.
4. Maria Hamelers, Lynn, MA, assigned to Shoemaker Elementary School, COACH Program Grades 5-6, effective September 7, 2010. License # 444648, Field: Moderate Disabilities PK-8.
5. Melissa Harrington, Salem, MA, assigned to Tracy Elementary School, Kindergarten All Day, effective October 13, 2010. License # 424340, Field: Early Childhood PK-2.
6. Amy Higginbotham, Danvers, MA, assigned to Pickering Middle School, Language and Literature, effective September 10, 2010. License # 446197, Field: Elementary 1-6. Not Licensed for the position.
7. Rachel Hoffman, Allston, MA, assigned as an Itinerant ESL K-5 (placed at Connery Elementary School), effective September 7, 2010. License # 443210, Field: ESL PK-6, ESL 5-12, English 5-8, English 8-12. Not Licensed for this position
8. Katherine Hogan, Lynn, MA, assigned to Lynn Vocational Technical Institute, .6 Physical Education / .4 Health, effective September 23, 2010. License # 446133, Field: Physical Education 5-12 issued on November 19, 2010.
9. Jessica Hughes, Lynn, MA, assigned to Fine Arts Department, Itinerant Elementary Art, effective September 16, 2010. License # 425084, Field: Visual Art PK-8.
10. Karl Jacobsen, Somerville, MA, assigned to Lynn Vocational Technical Institute, .6 Physical Education / .4 Health, effective September 7, 2010. License # 448950, Field: Physical Education 5-12 issued on November 18, 2010.
11. Sarah Jordan, Lynn, MA, assigned to Fine Arts Department, Instrumental Music Strings, effective September 7, 2010. License # 443887, Field: Music: Vocal/Instrumental.
12. Theodore Karonis, Lynn, MA, assigned to Ford Elementary School, Emotionally Impaired Grades 3-5, effective September 7, 2010. License # 206240, Field: Special Needs and Elementary K-8.

Third Regular School Committee Meeting – February 10, 2011 (cont'd)

XI. Personnel

F. Assignments (Teachers) cont'd

13. Natalie Katz, Boston, MA (Rehire), assigned to Harrington Elementary School, Kindergarten All Day, effective November 1, 2010. License # 361737, Field: Early Childhood PK-3.
14. Nicholas Kelley, Malden, MA, assigned to Curriculum Department, Itinerant Elementary Physical Education, effective September 7, 2010. License # 447542, Field: Physical Education PK-8.
15. Susan Kelley, Lynn, MA, (Rehire), assigned to Ingalls Elementary School, TEAMS PK-2, effective December 20, 2010. License # 305643, Field: Elementary 1-6. Not Licensed for this position.
16. Malynda Kidney, Lynn, MA, assigned to Lincoln-Thomson Elementary School, Grade 1, effective September 7, 2010. License # 443200, Field: Elementary 1-6.
17. Simone Kivett, Waltham, MA, assigned to Fine Arts Department, Itinerant Elementary Art, effective September 7, 2010. License # 435162, Field: Visual Art PK-8.
18. Marilyn Klinker, Lynn, MA, (a permanent Clerk on a leave of absence to be a teacher), assigned to Pickering Middle School, Language (Spanish), effective September 7, 2010. License # 446424, Field: Foreign Language (Spanish) 5-12.
19. Brittany Kolodziej, Somerville, MA, assigned to Fine Arts Department, Instrumental Music Strings, effective September 7, 2010. License # 449679, Field: Music: Vocal/Instrumental/General issued on January 7, 2011.
20. Susan Kummins, Swampscott, MA, assigned to Special Education Department, Speech and Language, effective September 8, 2010. License # 355867, Field: Speech/Language/Hearing Disorder.
21. Deanna Brogna, Lynn, MA, assigned to Callahan School, Kindergarten, effective January 3, 2011. Not Licensed for this position.

G. Assignment (Clinical Director)

1. Sara Fox, Lynn, MA, assigned to Washington Day Program, Clinical Director (School Social Worker), effective November 8, 2010. License # 449693, Field: School Social Worker/Adjustment Counselor issued on January 7, 2011.

H. Leave of Absence (Teacher Aides)

1. Courtney Tgettis, Teacher Aide at Washington School, Unpaid Marriage Leave of Absence March 21, 2011 through April 1, 2011.
2. Denise Thibault, Teacher Aide at Washington School, Unpaid Leave of Absence effective December 6, 2010 through end of the school year June, 2011. Accepted a teaching position.
3. Ann Bakas, Teacher Aide at Tracy School, Extension to an Unpaid Leave of Absence effective December 3, 2010 through end of school year June, 2011. Accepted a teaching position.
4. Laura Titus, Teacher Aide at LVTI, Unpaid Leave of Absence effective November 29, 2010 for approximately 2 months, February, 2011.
5. Tracie Lindsey, Teacher Aide at English High School, on Unpaid Personal Leave of Absence effective December 9th and 10th, 2010.
6. Sherrell Bergeron, Teacher Aide working at Ford School, Unpaid Personal Leave of Absence effective November 22, 2010 through December 17, 2010.

XI. Personnel

- H. Leave of Absence (Teacher Aides) cont'd
 - 7. Linda Oram, Teacher Aide at Sisson School, Unpaid Personal Leave of Absence effective November 15, 2010 through January 24, 2011.
 - 8. Linda Oram, Teacher Aide at Sisson School, Extension to Unpaid Personal Leave of Absence effective January 24, 2011 extended through March 8, 2011.
 - 9. Vicki Godbout, Teacher Aide at Marshall Middle School, Unpaid Personal Leave of Absence effective May 9, 201 through May 13, 2011.
- I. Retirements (Teacher Aides)
 - 1. Helen Durgin, Teacher Aide, Retirement effective August 26, 2009.
 - 2. Kathleen Muckian, Teacher Aide at Callahan School, Retirement effective December 30, 2010.
- J. Resignation (Teacher Aides)
 - 1. James Bransfield, Teacher Aide at Shoemaker School, Resignation effective January 10, 2011.
- K. Leave of Absence (Lunch Aides)
 - 1. Donna Jamieson, Lunch Aide at Aborn School, Unpaid Personal Leave of Absence effective January 12, 2011 through March 31, 2011.
 - 2. Samantha Bartholomew, Lunch Aide at Shoemaker School, Unpaid Personal Leave of Absence effective September 8, 2010 through the end of the school year June, 2011.
 - 3. Sheila Valrie, Lunch Aide at Drewicz School, Unpaid Personal Leave of Absence effective February 4, 2011 through March 7, 2011.
 - 4. Barbara Woodward, Lunch Aide at Shoemaker School, Unpaid Personal Leave of Absence effective November 9, 2010 through end of the school year June, 2011.
 - 5. Earlene Moreno-Smith, Lunch Aide at Sewell Anderson, Unpaid Leave of Absence effective February 1, 2011 through the end of the school year June, 2011.
 - 6. Ruth Dennehy, Lunch Aide at Ingalls School, Unpaid Personal Leave of Absence effective January 3, 2011 through June, 2011.
 - 7. Richard Arena, Lunch Aide at Callahan School, Unpaid Personal Leave of Absence effective January 28, 2011 through February 18, 2011.
- L. Resignations (Lunch Aides)
 - 1. Erin Noon- Lunch Aide at Shoemaker School, Resignation effective December 1, 2010.
- M. Termination (Lunch Aides)
 - 1. Ngek, Ek Lunch Aide at Connery School, Terminated for Abandonment of Job effective August 17, 2010.