



Abby Kelley Foster Charter Public School  
10 New Bond Street Worcester, MA 01606  
Phone: (508) 854-8400 Fax: (508) 854-8484  
www.akfcs.org

## Education Committee Meeting Agenda

Friday, March 11, 2022, 8:00 a.m.

<https://akfcs-org.zoom.us/j/91966458588?pwd=TIM4SHF6cnFOTCs1c1VhaVJ5WGltQT09>

**Meeting ID:** 919 6645 8588 **Passcode:** 164652

**By phone:** +1 929 205 6099 US (New York) **Meeting ID:** 919 6645 8588

- I. Call to Order- Amy Vernon, Chair
- II. Introductions/Attendance Recorded
- III. Review of the February 11, 2022, Meeting Minutes
  - a. **Motion:** To approve the February 11, 2022, Meeting Minutes.
- IV. SEL Update
- V. Middle School Principal Search
  - a. Search Committee & Timeline
- VI. Approval of 22-23 Academic Calendar- Ms. Heidi Paluk
- VII. Healthy Sexuality
  - a. Communications Plan
- VIII. Charter Renewal
  - a. Mission Revision
- IX. Upcoming Meeting(s):
  - a. Friday, April 8, 2022
  - b. Friday, May 13, 2022



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### Education Committee Meeting Minutes-DRAFT

Friday, February 11, 2022, 8:00 a.m.

<https://akfcs-org.zoom.us/j/95777160926?pwd=citrK2ZPendwNXIyZ2pOVkFHVFhCOT09>

Meeting ID: 957 7716 0926 Passcode: 847806

By phone: +1 929 205 6099 US (New York) Meeting ID: 957 7716 0926

The meeting was called to order by Amy Vernon. The attendance was recorded as follows:

**Board/Committee Members:** Amy Vernon, Shelly Yarnie, Dr. Jie Park

**Staff in attendance:** Heidi Paluk, Michelle Vigneux, AnnMarie Little, Jessica Regan, Meaghan Culkeen, Robert Kerr, Jennifer Giusto, Dr. Caroline Cole, Christopher Kursonis, Kelly Gould, Kristine Hersey, Amelie Cabral

The Committee reviewed the Meeting Minutes from the January 14, 2022 meeting. Ms. Vernon asked for a motion to approve the January 14, 2022 meeting minutes. The motion was made by Ms. Yarnie and seconded by Ms. Vernon.

### Mid-Year I-Ready Results

Ms. Regan began the presentation by explaining that the information in the packet is new information that will better help understand the needs of our students. She explained the differences between grade levels and the students who fell 2 grades or more behind and stated that the number of students averaging in that category is about 10%. Ms. Regan stated that this regression was due to the summer break which is expected and the past two years of the pandemic. A majority of students fell in the 1 grade level below category and this number ranges from 15%-56% of students. Ms. Regan explained that this information shows that there is a correlation between the I-Ready reading scores and MCAS scores. Ms. Regan also explained that when comparing past scores to this current one, the numbers have decreased, showing an increase in students meeting grade-level expectations.

Ms. Regan explained that the number of students that are two grades level or more below in Math has been decreasing at a higher rate than reading as there is more room for improvement in mathematics than there is in reading. A majority of the students are now showing as one grade level below, showing improvement. There has also been a tremendous improvement for the students that are meeting grade-level expectations and kindergarten has seen a 42% gain. Grade six currently has the lowest percentage of students in the district on

*Abby Kelley Foster Charter Public School does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, disability, or homelessness and all students have equal access to the general education program and the full range of any occupational/vocational education programs offered by the district.*



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grade level but they have come the farthest. The curriculum coordinators explained that the math and reading implementation programs are shown to be successful in the advancement of the students. Ms. Regan also explained that they have brought on a math coach that is assisting with making sure students have a smooth transition between grades three and four. Ms. Regan explained that they are in the process of obtaining new curriculum information and are currently researching three options at the moment. Ms. Vernon inquired about receiving comparison data on past winter scores to which Ms. Regan stated she would gather that information.

Ms. Yarnie inquired about the capacity limit being reached with the Mass Academy Tutoring program and whether there was any further interest to which Ms. Regan stated that there was a waiting list as this tutoring was being done on a one-to-one basis and the students meet with the same tutor consistently to build rapport.

### **Healthy Sexuality (Grades 4-7)**

Ms. Culkeen began her presentation by explaining that the main priority for this course was to promote health and help students develop a strong, healthy relationship with both adults and peers. She explained that she wanted to make sure we were providing scientifically accurate, medically sound information about human sexuality, puberty bodies, and reproduction. The most important goal, according to Ms. Culkeen was to help young people exercise informed responsibility to be able to make choices based on data that they have based on the understanding of what is good and healthy and also remember their values and boundaries.

Ms. Culkeen explained that she is an advocate of transparency with our communities and having parents understand what is happening within the healthy sexuality unit. She also explained that what we understand and what we believe regarding this topic is culturally based, is faith-based, and family-based, so the language that parents will be provided will be age-appropriate and medically accurate information and is culturally responsive and does not promote a specific religion or belief system. Ms. Culkeen stated that the hope is that it encourages communication with guardians and empowers students to make informed decisions about their health. Ms. Culkeen explained that she would also make a personal commitment to communicate to every family member who signed a refusal form because many families just don't feel that they have enough information and a phone call can be enough to ease fears.

Ms. Culkeen also explained that she would likely be hosting 1 family zoom night per grade level as the content in every grade is different and this will allow parents to be able to have more of an overview and also reach out directly with questions. Ms. Culkeen also explained that evidence suggested that sexual health, education quality, and comprehensive sexual health education could improve academic success, prevent dating violence and bullying, help youth delay sexual activities, and develop healthy relationships. It also promotes empathy, according to Ms. Culkeen as shown in a national survey where, 59.1% of LGBTQ students reported feeling unsafe in school because of their sexual orientation and 42.5% because of their gender expression, so with comprehensive sexuality education, we're able to have conversations to help normalize and understand the science behind sexual orientation and behind sexuality.



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Ms. Yarnie provided feedback on the presentation and offered her assistance to Ms. Culkeen if needed. Ms. Yarnie noted the importance of teaching students about preventing disease and promoting good health and also teaching mental, physical, mental, and oral health. Dr. Park also provided insight and information on the refusal forms and suggestions on talking points for parents. Ms. Culkeen stated that she would be developing a strategy to implement the health programs after considering suggestions from the Committee and updating them.

### **Middle School Principal Search**

Ms. Paluk began by informing everyone that the Middle School Principal is no longer at Abby Kelley and Mr. Brian Gero would be taking over as acting principal until the end of the school year and Ms. Regan and Ms. Thomas would be assisting him. A form has been created for anyone who may express interest in the search committee and a job position description is being formed to assist with the search. Ms. Paluk stated that they were hoping to hire someone by July 1, 2022.

### **Academic calendar**

A draft of the 2022-2023 calendar was presented for review. Ms. Paluk also explained that there is still some internal reflection being done on the calendar but did provide a copy for the committee members to have while they work on finalizing it.

Ms. Vernon asked for a motion to adjourn the meeting. Dr. Park provided the motion and Ms. Yarnie seconded.

The meeting was adjourned at 9:35 a.m.



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## Education Committee Meeting Agenda-DIGITAL MEETING

Friday, February 11, 2022, 8:00 a.m.

<https://akfcs-org.zoom.us/j/95777160926?pwd=citrK2ZPendwNXIyZ2pOVkFHVFhCOT09>

**Meeting ID:** 957 7716 0926 **Passcode:** 847806

**By phone:** +1 929 205 6099 US (New York) **Meeting ID:** 957 7716 0926

- I. Call to Order- Amy Vernon, Chair
- II. Introductions/Attendance Recorded
- III. Review of the January 14, 2022, Meeting Minutes
  - a. **Motion:** To approve the January 14, 2022, Meeting Minutes.
- IV. Mid-year I-Ready Results- Ms. Kristine Hersey, Ms. Jessica Regan, Mr. Rob Kerr
- V. Healthy Sexuality (Grades 4-7)- Ms. Meghan Culkeen, Ms. Jessica Regan
- VI. Update on SEL Data/Interventions- Dr. Caroline Cole
- VII. Middle School Principal Search- Ms. Heidi Paluk
- VIII. Academic Calendar for the 2022-2023 Year- Ms. Heidi Paluk
- IX. Upcoming Meeting(s):
  - a. Friday, March 11, 2022
  - b. Friday, April 8, 2022
  - c. Friday, May 13, 2022
- X. Adjournment

Good evening:

We are forming the Middle School Principal Search Committee to assist in the hiring of the next school leader of grades 4-7. With this letter, we are soliciting participation from our Middle School families, instructional and non-instructional staff, and representatives from District Leadership to join the Search Committee.

The MS Principal Search Committee will meet for a total of six (6) hours during two afternoons, tentatively scheduled for Friday, March 25, 2022 and Monday, March 28, 2022 from 2:00 - 5:00 p.m. each day. The committee will meet with no more than 5 candidates via zoom and deliberate online to narrow the selection down to 1 or 2 finalists. The deliberation is planned from 4:00-5:00 p.m. on Monday, March 28, 2022.

The plan for the MS Principal Search is as follows:

- **Week of March 7:** Resumes for Principal candidates are solicited via School Spring; Letters of Interest for the Search Committee are solicited [via this google form](#).
- **Week of March 14:** Members of the MS Principal Search Committee are announced; Screening of potential candidates takes place by phone/zoom by Executive Director.
- **Week of March 21:** Schedule is created for up to five (5) candidates who are chosen for interviews; resumes distributed to Search Committee; rubric for interview is finalized; norms are set for Search Committee.
- **March 25 and March 28:** The one-hour interview for each candidate will take place via zoom with members of the MS Principal Search Committee.
- **Week of April 4:** Finalist(s) are invited to Abby Kelly to meet with staff, families, students and District Leadership Team. Dates and times of the visit will be shared as soon as possible.

This plan is ambitious with the hope we can have a new Principal named in mid to late April. The plan would be for the new Principal to start their role at Abby Kelley Foster on July 1, 2022, although this is subject to change based on the candidate pool.

We are looking for two (2) representatives each from our Middle School families, District Leadership, and Non-Instructional staff and three (3) representatives from our Middle School instructional staff. These nine (9) individuals will join Ms. Jessica Regan, Middle School Curriculum Coordinator and myself, Heidi Paluk as the search committee.

If you are interested in being considered for the MS Principal Search Committee, please submit this form no later than 5:00 p.m. Friday, March 12, 2022. You will be notified next week if you are selected.

Thank you!

Best

Heidi

Heidi Paluk  
Executive Director

*Pronouns: she, her, hers*

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# Abby Kelley Foster Charter Public School

## 2022-2023 School Calendar

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
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October 2022						
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30	31					

November 2022						
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27	28	29	30			

December 2022						
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January 2023						
Su	M	Tu	W	Th	F	Sa
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22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
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March 2023						
Su	M	Tu	W	Th	F	Sa
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April 2023						
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30						

May 2023						
Su	M	Tu	W	Th	F	Sa
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June 2023						
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July 2023						
Su	M	Tu	W	Th	F	Sa
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30	31					

- School Closed
- Early Release
- Parent Teacher Conferences
- Employee Planning/ PD (no school for students)
- First/ Last Days of School
- Alert- Please review date and message
- Foundation Golf Tournament

- |   |   |   |
|---|---|---|
| <ul style="list-style-type: none"> <li>18-Aug Abby's Attic Sale</li> <li>22-24 Aug Planning/Development Days (All Staff)</li> <li>24-Aug Supply Drop Off- <b>Elem. &amp; Middle School Only</b></li> <li>25-Aug First Day of School- Students in grade <b>1-12</b></li> <li>2-Sep Early Release</li> <li>1-Sep Kindergarten Meet The Teacher/Supply Drop Off</li> <li>5-Sep No School--Closed</li> <li>7-Sep First Day of School for Kindergarten</li> <li>21-Sep Early Release-- Professional Development- DISTRICT</li> <li>7-Oct Early Release--DISTRICT</li> <li>10-Oct No School--Closed</li> <li>26-Oct Early Release-- Professional Development--DISTRICT</li> <li>11-Nov No School--Closed</li> <li>21-Nov Early Release-- Teacher Conferences--DISTRICT</li> <li>22-Nov Early Release-- Teacher Conferences--DISTRICT</li> </ul> | <ul style="list-style-type: none"> <li>23-25 Nov</li> <li>23-Dec</li> <li>3-Jan</li> <li>16-Jan</li> <li>17-20 Jan</li> <li>18-Jan</li> <li>19-Jan</li> <li>8-Feb</li> <li>20-Feb</li> <li>15-Mar</li> <li>16-Mar</li> <li>29-Mar</li> <li>7-Apr</li> <li>17-Apr</li> <li>17-May</li> <li>26-May</li> <li>29-May</li> <li>15-Jun</li> <li>19-Jun</li> <li>26-Jun</li> </ul> | <ul style="list-style-type: none"> <li>November Break- No School</li> <li>Holiday Break Begins- No School</li> <li>Holiday Break Ends--Return to School</li> <li>No School--Closed</li> <li>Early Release- <b>High School Only</b>- Midterms</li> <li>Early Release- DISTRICT</li> <li>Abby's Attic Sale</li> <li>Early Release-- Professional Development --DISTRICT</li> <li>School Vacation Begins</li> <li>Early Release (<b>Elem. only</b>)-- Teacher Conferences</li> <li>Early Release (<b>Elem. Only</b>)-- Teacher Conferences</li> <li>Early Release-- Professional Development--DISTRICT</li> <li>No School--Closed</li> <li>Spring Break Begins -No School</li> <li>Early Release (<b>Grades 1-3 Only, No school for K</b>)-- K Scr</li> <li>Early Release--DISTRICT</li> <li>No School--Closed</li> <li>Early Release-- Last Day of School--DISTRICT</li> <li>No School--Closed</li> <li>Foundation Golf Tournament</li> </ul> |
|---|---|---|

VERSION 4: Edited 3/9/22 -DRAFT



## **Healthy Sexuality Communication Plan**

### **Presentation to Education Committee: 2/11/2022**

- Results from meeting were to bring the presentation to the Board of Trustees

### **Presentation to Board of Trustees: 2/23/2022**

- Results from meeting were to flush out alternative plan and develop communication plan

### **Communication discussion with Education Committee: 3/11/22**

#### **Family Information Sessions:**

March 28th (1 session per grade level, 30 minutes each) 7-9pm

Audience: guardians (student optional)

7-7:30→ grade 4

7:30-8→ grade 5

8-8:30→ grade 6

8:30-9→ grade 7

March 29th (1 session per grade level, 30 minutes each) 3:30-5:30pm

Audience: guardians (students optional)

3:30-4pm→ grade 7

4-4:30pm→ grade 6

4:30-5pm→ grade 5

5-5:30pm→ grade 4

Topics to be discussed include:

#### **Active Consent Forms**

- Will go out the week of April 4th with the return of Thursday, April 28th for all MS students.
- We will use a google form that will be sent out in a unified message from all homeroom teachers using Class Tag. We will also send out a text message using one call.
- The first group of students will begin their Healthy Sexuality unit on Monday, May 2nd.
- Will reach out to families who do not sign Active Consent forms to inquire about concerns and/or if they might be interested.
- In future years, consent for this curriculum will be included in the student handbook

#### **Alternative assignment for those who do not sign the active consent form:**

Alternative assignments for those who will not participate will be done independently on google classroom in a grade level classroom with the physical supervision of another staff member.

Topics for these assignments will be:

**Question for Heidi:** Can we hire a consultant to partner with us on this communication and participate in the family information sessions?

Interpreters for both session and written materials

Current:

The mission of the Abby Kelley Foster Charter Public School is to assist parents in their role as primary educators of their children by providing a classical liberal arts education grounded in the great works of Western Civilization and aimed at academic excellence, musical competence and character formation.

Proposed (reflective of IB:)

The mission of the Abby Kelley Foster Charter Public School is to assist families in their role as primary educators of their students by providing a liberal arts education grounded in works representative of a diverse population, promoting lifelong learners with a global awareness, aimed at developing accountable citizens through academic excellence and character formation.

## i-Ready Winter 2022 Data Report

### READING

*Fall to Winter comparison*

	On/Above Grade Level <b>FALL</b>	On/Above Grade Level <b>WINTER</b>	Fall to Winter Change	1 Grade Below <b>FALL</b>	1 Grade Below <b>WINTER</b>	Fall to Winter Change	2+ Grade levels below <b>FALL</b>	2+ Grade levels below <b>WINTER</b>	Fall to Winter Change
Kindergarten	35%	78%	+23%	65%	22%	-43			
Grade 1	21%	39%	+18%	69%	56%	-23%	10%	5%	-5%
Grade 2	24%	54%	+30%	37%	38%	+1%	40%	19%	-21%
Grade 3	35%	49%	+14%	19%	27%	+8%	37%	24%	-13%
Grade 4	32%	48%	+16%	44%	35%	-9%	24%	17%	-7%
Grade 5	27%	39%	+12%	32%	31%	-1%	40%	29%	-11%
Grade 6	25%	32%	+7%	29%	30%	+1%	46%	39%	-7%
Grade 7	39%	48%	+9%	19%	26%	+7%	43%	26%	-17%
Grade 8	45%	55%	+10%	17%	15%	-2%	38%	28%	-10%

**MATH***Fall to Winter comparison*

	On/Above Grade Level <b>FALL</b>	On/Above Grade Level <b>WINTER</b>	Fall to Winter Change	1 Grade Below <b>FALL</b>	1 Grade Below <b>WINTER</b>	Fall to Winter Change	2+ Grade levels below <b>FALL</b>	2+ Grade levels below <b>WINTER</b>	Fall to Winter Change
Kindergarten	18%	60%	+42%	83%	40%	-43%			
Grade 1	5%	26%	+21%	77%	65%	-12%	18%	9%	-9%
Grade 2	9%	32%	+23%	52%	55%	+3%	39%	14%	-25%
Grade 3	8%	38%	+30%	56%	50%	-6%	36%	11%	-25%
Grade 4	14%	25%	+11%	49%	51%	+2%	37%	24%	-13%
Grade 5	8%	23%	+15%	46%	45%	-1%	46%	32%	-14%
Grade 6	17%	19%	+2%	32%	44%	+12%	51%	37%	-14%
Grade 7	17%	29%	+12%	43%	46%	+3%	41%	25%	-16%
Grade 8	20%	37%	+17%	36%	36%	NC	44%	26%	-18%

## **Action Plans:**

### **Elementary School:**

- Continue to monitor implementation of *iReady Math* curriculum with emphasis on using questioning techniques to build deeper content understanding
- Data has been analyzed by standard and
- Professional development on February 9 half day, focus on maximizing use of diagnostic data and using *iReady* to build fluency
- MTSS diagnostic cycle 2 meetings 2/14 - 18 to analyze data and make any necessary adjustments to interventions
- Include number sense activities/discussions during morning meeting and as a warm up for math block
- Acknowledge accelerated growth building wide

### **Middle School:**

- Data has been analyzed by administrators, math coach, and math teachers with students being grouped into levels (no additional support needed, low need, and high need)
- Teachers are working alongside math coach to ensure implementation of curriculum with emphasis on increasing student discourse and teaching the keys concepts of each unit
- Administrators and math coach created and shared a math program implementation guide to increase level of support to teachers
- MA Academy Tutoring has reached capacity with 40 students. Program has been restructured to only focus on math with tutors receiving instructional videos on the math content as needed.
- Instructional assistant has been moved into reading intervention vacant position and received week long phonics training to meet student needs.

### **High School (8th Grade):**

- Data has been broken down by domain and shared with teachers
  - Math - Numbers and operations are the weakest skill identified
  - Reading- Vocabulary, Comprehension, Informational Text are the identified areas of concern
- Tutoring with Seniors - ended in January, but seems to have had a positive impact
- Continued extra help after school based on the results
- Skills practiced during daily lessons (opening assignment, etc)

**70% of students have experienced more than  $\frac{1}{2}$  of their annual targeted growth, while being only  $\frac{1}{2}$  way through the year.**

**In every grade, there are students who have achieved their annual growth and in some cases their stretch growth already.**

**Although students are reaching targets, overall our community has not achieved proficiency for all students as a whole.**

**No accommodations for students.**