



## **OFFICIAL MINUTES OF THE BOSTON SCHOOL COMMITTEE MEETING**

**February 5, 2020**

The Boston School Committee held a meeting on February 5, 2020 at 6 p.m. at the Bruce C. Bolling Municipal Building, 2300 Washington Street, School Committee Chamber, Roxbury, Massachusetts. For more information about any of the items listed below, visit [www.bostonpublicschools.org](http://www.bostonpublicschools.org), email [feedback@bostonpublicschools.org](mailto:feedback@bostonpublicschools.org) or call the Boston School Committee Office at (617) 635-9014.

### **ATTENDANCE**

School Committee Members Present: Chairperson Michael Loconto; Vice Chairperson Alexandra Oliver-Dávila; Dr. Hardin Coleman; Michael O’Neill; Jeri Robinson; and Student Representative Evelyn Reyes.

School Committee Members Absent: Dr. Lorna Rivera; and Quoc Tran.

### **DOCUMENTS PRESENTED**

Agenda

Boston School Committee Meeting Minutes: January 29, 2020

2020 MSBA Accelerated Repair Program PowerPoint

Memo from Superintendent Cassellius to Boston School Committee Re: Dedication of Higginson School Playground to Marie Mullen

Playground Dedication at Higginson Equity Impact Statement

FY21 Budget Cover Letter from Superintendent Cassellius Boston School Committee, February 5, 2020

PowerPoint Presentation: BPS FY21 Budget Proposal

FY21 Budget Recommendation: By Account and Fund; By Program and Fund; By Department and Fund

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Budget Basics

**CALL TO ORDER**

Mr. Loconto called the meeting to order and led the pledge of allegiance. He announced that interpretation services were available in Spanish.

**CITATIONS: BPS EMPLOYEES WHO EARNED DOCTORATES IN 2019**

Superintendent Cassellius and Boston Teachers Union President Jessica Tang joined the School Committee in presenting citations to the following BPS employees who earned doctoral degrees in 2019:

- Avril dePagter, Inclusive Practices Support Specialist/Office of Special Education - PhD in Urban Education, Leadership, and Policy Studies University of Massachusetts, Boston
- Rubens Dort, Program Director of STEM/Office of Academics and Professional Learning - Doctor of Education, Northeastern University
- Sabine Jean-Louis, School Nurse, Madison Park Technical Vocational High School - Doctorate in Nursing Practice, MGH Institute of Health Professions
- Renee McCall, Headmaster, Excel High School - EdD in Educational Leadership, University of Pennsylvania
- Maria Anidi, School Nurse, Mildred Avenue School K-8 - Doctorate of Nursing Practice, Northeastern University
- Roselaine Charlucien-Koech, School Nurse, Boston Adult Technical Academy - Doctor of Nursing Practice, Regis College
- Amanda Redash, Special Education Coordinator, Gardner Pilot Academy - Doctorate of Education, Boston University
- Lorna Mathieu, Physical Therapist, Doctor of Education - Teachers College Columbia University
- Kimberly Frazier-Booth, ELA Instructor, Edward M. Kennedy Academy for Health Careers - Doctor of Philosophy: Urban Education, Leadership and Policy Studies, University of Massachusetts, Boston
- Stefani Harvey, Assistant Principal, Edwards Middle School - Doctor of Education, Northeastern University

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- Robert Ruddy, Literacy Specialist, McKinley School - Doctor of Education, Northeastern University

### **APPROVAL OF MEETING MINUTES: JANUARY 29, 2020**

**Approved** – The Committee approved by unanimous consent the minutes of the January 29, 2020 School Committee meeting

### **SUPERINTENDENT’S REPORT**

*\*As prepared for delivery.*

Thank you all for joining us tonight. It’s only been a week since our last meeting, so I’d like to provide you with a couple acknowledgements, as well as some updates and highlights from around the district.

I’d first like to acknowledge the passing of Clarence “Jeep” Jones, a native of Roxbury and a beloved member of the BPS community. Mr. Jones was a BPS graduate and also served as a BPS teacher, before leading the Boston Redevelopment Agency for 24 years. He was a close friend of Reverend Haynes, another pillar of the Roxbury community who passed away last year, and remained very involved in the Twelfth Baptist Church, where his services will be held this Saturday. You might be wondering how he got the name “Jeep.” Growing up, an old army dog in the neighborhood took a liking to him and used to follow him around. The dog’s name was Jeep. Mr. Jones was always a champion of youth, particularly Boston youth. He served as the director of the Youth Activities Commission, and once remarked: “I know it’s impossible... but I’d like to know personally every kid in the City.” Many kids were impacted by Mr. Jones. Those he met and those he didn’t. Our condolences and sympathies go out to his family, friends and whole community.

*[The Superintendent called for a moment of silence for Mr. Jones and for a BPS student who was recently killed.]*

Later tonight we will present the proposed BPS budget for Fiscal Year 2021. As I mentioned previously, the draft strategic plan and this budget proposal are complementary. We cannot reveal a plan to move this district forward without the financial resources to accomplish our vision. Community members still have the opportunity to respond to the strategic plan and provide feedback, either on our website at [bostonpublicschools.org](http://bostonpublicschools.org) or by attending one of our two remaining Strategic Plan Community Review sessions:

- Tomorrow, from 6-7:30 pm at the Condon Community Center in South Boston, and
- Next Tuesday, February 11th, our final community review will be down the street at the Thelma D. Burns Building. That meeting is also from 6-7:30 pm.

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In addition to the review sessions, I've also been discussing the strategic plan with community partners. Recently, I spoke to over 300 people at the "What's Next for BPS" forum, hosted by The Boston Foundation. Later that evening I spoke to the Urban League of Eastern Massachusetts during their annual meeting at Hibernian Hall. It's been fantastic to have the opportunity to share this plan with the community, as we continue to gather feedback and shape our shared vision.

As an initial step in the BPS multi-year Transformation Strategy for our highest need schools, next week we will have school leaders, school-based teacher leaders, and central office supports participating in an intensive, shared learning opportunity at the Standards Institute. The UnboundEd Standards Institute is a week-long professional learning experience that has significantly supported leaders and teachers to integrate a rigorous standards focus into their instructional leadership. Sending leaders from each of these schools to attend in partnership with district staff provides BPS with a common, standards-based foundation as we look to next year and a common district Transformation strategy to rapidly accelerate improvement in our highest need schools. We are building the capacity of Central Office coaches to replicate this kind of learning and support for other leaders and schools in the future. We are excited that we have begun this deep work of aligning our curriculum to the rigorous Massachusetts state standards and assessments.

As many of you know, Assistant Superintendent of the Office of English Learners, Priya Tahiliani has been selected to become the new superintendent in Everett Public Schools. Her last day with BPS is this Friday, Feb. 7 so that she can begin her transition. We will conduct a nationwide search for our next leader. I am currently looking to appoint an interim leader for that department and hope to have someone identified by the end of this week, to ensure a smooth transition.

As you know, news of the novel coronavirus outbreak continues to evolve, and the virus unfortunately has continued to spread, including a confirmed case in Boston. Late last week we distributed an updated version of our winter illness letter. That letter has a lot of tips to combat the flu, which is more of a concern for both BPS Health Services as well as our City partners at the Boston Public Health Commission. The letter also includes a link to the BPHC's website, which will host the most up-to-date information on all illnesses, including the novel coronavirus. Out of an abundance of caution, all upcoming student trips to China have been canceled in order to protect the health and safety of BPS students. We have notified impacted school communities that have planned trips to China this year. The Superintendent's Office and BPS Health Services are in continuous communication with the BPHC, and we will continue to monitor this situation.

Over the past few weeks, the spread of the coronavirus has fueled cruel remarks toward Asian-Americans in Boston and beyond. Sadly, this is not new. Historically, people of color have been targeted when infectious diseases spread. We saw this happen with AIDS, SARS and Ebola. I think this also an ideal time for each of us to recommit to treating one another with respect, and to continually develop our knowledge of and support for people of all backgrounds.

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Discriminatory behavior includes biased jokes that may seem funny at first, but can be deeply hurtful. Let's all please be respectful of one another.

Now, some highlights from the past week. Earlier today I had the pleasure of joining our City Councilors at City Hall to honor our young women student-athletes on National Girls and Women in Sports Day. We honored women from multiple BPS high schools and it was wonderful to see the pride on the faces of these young women. Thank you to Boston City Councilor At-Large Annissa Essaibi-George for organizing the recognition of these hard-working, talented young women. I also want to thank our other City Councilors for joining us, as well as Boston Police Superintendent of Community Engagement Nora Baston and our Athletics Director Avery Esdaile.

Finally, this week we began the nominations process for BPS Educator of the Year 2020. Educator of the Year is a collaboration between BPS, the Boston Teachers Union and the City of Boston. The Educator of the Year awards annually recognize the exemplary educators who go above and beyond to impact the lives of Boston Public Schools students. We invite all members of the BPS community (teachers, administrators, students, families and community members and partners) to nominate exceptional educators to honor their work and dedication to their school communities. Educators can be teachers, paraprofessionals, nurses, librarians, or guidance counselors. Last year, over a 5-week period we received close to 400 nominations. This year, in just over two days, we've already received over 100 nominations! The nomination period ends Friday, March 6th, so please be sure to show some appreciation for your favorite educators. To nominate an educator, and for all the details about Educator of the Year, please visit [bostonpublicschools.org/eoy](http://bostonpublicschools.org/eoy).

This week is our second annual Career Technical Education Week in BPS! Throughout the week, schools with CTE programming host one or more activities to highlight the value of Career and Technical Education to their school communities and stakeholders. On Friday afternoon, Dearborn STEM Academy previewed CTE Week with a Game Design Expo at their school. Juniors and seniors showcased the video games they've developed in collaboration with local company Ghost Story Games. Yesterday we also launched the Carpentry Access Program (CAP), offering students from five high schools the opportunity to receive after-school training and credentials in carpentry and construction. The program is run out of Madison Park and includes opportunities for work-based learning and dual enrollment. Check out [bostonpublicschools.org/cte](http://bostonpublicschools.org/cte) for more information on our career pathways and vocational programs!

Finally, on Saturday evening I had the pleasure of attending "Respect: A Boston Arts Academy Tribute to Aretha Franklin." It was truly a fantastic show. The music was amazing, the dancing was spectacular, and it was visually striking. I was really blown away by the performances and the talent on display. It was an incredible way to honor the Queen of Soul, and reminded me how powerful her music and her story are. It was a fantastic way to kick off Black History Month in the district and in this City. For those students who were inspired by the performances, or any of

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our students looking to hone their artistic talents, Boston Arts Academy is holding auditions this weekend, Friday and Saturday. Online applications and additional information can be found at [bostonartsacademy.org](http://bostonartsacademy.org).

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Ms. Oliver-Dávila thanked the Superintendent for holding a moment of silence for the young person who was recently killed and offered condolences to the victim’s family. She expressed support for the Superintendent’s decision to conduct a national search for the Assistant Superintendent of the Office of English Language Learners position and suggested that the district consider JG Consulting, which she said has a proven track record of recruiting Latino candidates.

Mr. Loconto thanked Ms. Reyes for co-presenting with him last week at BINCA’s Diversity and Democracy Workshop. Ms. Reyes thanked BINCA for the opportunity, adding that she also presented with fellow Boston Student Advisory Council (BSAC) members about the Student Rights App.

**Approved** - The Committee approved the Superintendent’s Report by unanimous consent.

**GENERAL PUBLIC COMMENT**

Boston City Councilor At-Large Annissa Essaibi-George testified regarding her education agenda.

Jessica Tang, president, Boston Teachers Union, testified regarding Black Lives Matter.

Tracy Hines, teacher, Edwards Middle School, testified regarding Black Lives Matter.

Joel Nevarez, student, Edwards Middle School, testified regarding Black Lives Matter.

Iyanna Johnson, student, Edwards Middle School, testified regarding Black Lives Matter.

Kaylin Gomes, student, Another Course to College, testified regarding plans for a tour of Historically Black Colleges and Universities (HBCUs) by ACC students.

Jazleidy Soto, student, Another Course to College, testified regarding plans for a tour of HBCUs by ACC students.

Shauntae Piper, student, Another Course to College, testified regarding plans for a tour of HBCUs by ACC students.

Candra Dixon, community field coordinator, Another Course to College, testified regarding plans for a tour of HBCUs by ACC students.

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Kaila Philippe, teacher, Another Course to College, testified regarding plans for a tour of HBCUs by ACC students.

Khymani James, BPS student and BSAC member, testified regarding concerns about student information sharing.

Calvin Tran, BPS student and BSAC member, testified regarding concerns about student information sharing.

Ismelda Heredia Castro, student, O'Bryant School of Math and Science, testified regarding Black Lives Matter.

Kaylee Orellana, student, O'Bryant School of Math and Science, testified regarding Black Lives Matter.

Abdullahi Gurhan, student, O'Bryant School of Math and Science, testified regarding Black Lives Matter.

Nayeli Gonzalez, alumna, Boston Latin Academy, testified regarding Black Lives Matter.

Jennifer Garay, teacher, Excel High School, testified about concerns with the Superintendent's FY21 budget recommendation.

Rebecca Mulligan, teacher, O'Bryant School of Math and Science, testified regarding Black Lives Matter.

Donnell Davis, student, Conley Elementary School, testified regarding student supports.

Marianne Wright, teacher, Higginson K-2 School, testified in support of the Superintendent's recommendation to name the school's playground after former principal Marie Mullen.

Erik Grau, teacher, Higginson K-2 School, testified in support of the Superintendent's recommendation to name the school's playground after former principal Marie Mullen.

Maura O'Toole, library coordinator, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Jane Donaghey, parent, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Wendy Lam, teacher, Excel High School, testified about concerns with the Superintendent's FY21 budget recommendation.

Amrita Dani, teacher, Boston Adult Technical Academy, testified regarding Black Lives Matter.

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Chantei Alves, teacher, Young Achievers K-8, testified regarding Black Lives Matter.

Zhane Burton, teacher, McKay K-8 School, testified regarding Black Lives Matter.

Sasia Doman, teacher, McKinley South End Academy, testified regarding inclusion.

Maryclare Flores, teacher, Hennigan Elementary School, testified regarding inclusion.

Jessica Madden-Fuoco, instructional coach, English High School, testified regarding restorative justice practices.

Mike Heichman, advocate, testified regarding student information sharing.

Lori Haberman, parent, Sumner Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Lauren Peter, parent, Sumner Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Rachel Young, parent, Sumner Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Ruby Reyes, director, Boston Education Justice Alliance, testified about concerns with the Superintendent's FY21 budget recommendation.

Desiree Vaughn, teacher, Blackstone Elementary School, testified regarding Black Lives Matter.

Jacqueline Rodriguez, school psychologist, Sumner Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Maria Brooks, teacher, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Laura Edward, parent, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Moses Park, parent, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Lea Serena, teacher, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Janelle Nanos, parent, Mather Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.



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Jacqueline Connerty, teacher, Sumner Elementary School, testified about concerns with the Superintendent's FY21 budget recommendation.

Valdovino Goncalves, counselor, Madison Park Technical Vocational High School, testified regarding the role of school counselors.

Bonnie McBride, librarian, testified about concerns with the Superintendent's FY21 budget recommendation.

Michelle Caine, teacher, Excel High School, testified about concerns with the Superintendent's FY21 budget recommendation.

### **ACTION ITEM**

Mr. Loconto announced that the grants for approval listed on the posted meeting agenda would be deferred until a future meeting.

**Approved** – The Committee unanimously approved, by roll call, Statements of Interest for the 2020 Massachusetts School Building Authority Accelerated Repair Program for the following schools:

- Samuel Adams Elementary School, East Boston - windows
- Boston Day & Evening Academy, Roxbury - windows
- Curtis Guild Elementary School, East Boston – windows
- Nathan Hale Elementary School, Roxbury - windows
- Dr. William E. Henderson Inclusion School (Upper School), Dorchester - roof
- Rafael Hernandez K-8 School, Jamaica Plain - windows
- Higginson/Lewis K-8 School, Roxbury - windows
- Patrick Kennedy Elementary School, East Boston - boiler
- William H. Ohrenberger K-8 School, West Roxbury - roof
- James Otis Elementary School, East Boston - roof
- John Winthrop Elementary School, Roxbury – roof

### **REPORT AND ACTION ITEM**

**Higginson School Playground Dedication** – Senior Advisor Rob Consalvo presented the Superintendent's recommendation to dedicate the Higginson K-2 School Playground in honor of the school's former principal Marie Mullen. Mr. Consalvo explained that the Higginson School community followed the School Committee's School Naming Process Policy, and that the school community is supportive of the proposal.

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Ms. Robinson thanked the Higginson School community for their efforts. Mr. O’Neill and Ms. Oliver-Davila expressed full support for the proposal. Mr. Loconto noted that playground was built using Community Preservation Funds.

**Approved** – The Committee unanimously approved, by roll call, the Superintendent’s recommendation to dedicate the Higginson K-2 School Playground in honor of the school’s former principal Marie Mullen.

**REPORT**

**Superintendent’s FY21 Preliminary Budget Recommendation** – BPS Chief Financial Officer Nate Kuder presented the Superintendent’s preliminary Fiscal Year 2021 (FY21) budget recommendation totaling \$1.26 billion, which represents an \$80 million increase from the current year and includes \$36 million in new school-based investments. The budget reflects a comprehensive approach to boosting student outcomes at schools with the highest need and the lowest academic achievement. Of this new funding, \$19 million will be used to provide intensive, targeted support and resources to 33 of the lowest performing schools with the goal of raising the quality of the district overall and providing a more consistent experience for students in Boston.

Nearly 70 percent of new investments, representing a majority of the funding, will provide direct services to students and intensive, instructional support and professional development for teachers. The remaining funding will support instructional resources such as textbooks, computers and investments to improve the school environment, resulting in 100 percent of new funding directly benefiting students to close achievement gaps and improve educational outcomes.

The budget proposal directly supports the draft strategic plan Dr. Cassellius recently presented to the School Committee which aims to accelerate BPS’s efforts to offer an excellent, equitable, high-quality education for every student in every neighborhood in Boston. Additionally, because of the reliability provided by Mayor Walsh’s historic three-year, \$100 million investment, the district is now able to strategically plan intensive, targeted investments that will support students and educators of every school, starting with those with the highest need.

Despite a projected student enrollment decline of 824 students this year, the FY21 budget proposal reflects an increase in per-pupil spending from approximately \$16,500 in FY14 to \$21,734 in FY21 due to significant student-based investments including extended school days, nurses in every school, and Universal Pre-Kindergarten.

Direct-to-student funding will focus on three key areas that will lead to overall district improvement and student outcomes.

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- A strong foundation for student success and more support to connect families to resources and information (\$9 million).
  - Hire school-based family liaisons in our most underperforming schools who will reflect the culture and language of the community they serve, and address the needs and questions of families.
  - Ensure school-based social workers for a coordinated, multi-tiered system of support to meet the social-emotional needs of our students and families.
  - Continued nurse expansion to achieve one full-time nurse in every school.
  - Increased access to art, music, science, physical education, and health for students in grades K-6 to allow students to explore their passions and creativity, which will result in focused and engaged students.
  
- Increase teacher's skill through coaching and consistent feedback and developing high-quality curriculum (\$12 million).
  - Implement professional development and support for a K-8 Literacy Initiative to develop stronger reading skills at an earlier age.
  - Hire school-based instructional facilitators for routine professional development to better support educators.
  - Support teachers as they implement literacy curriculum at the school level through expert coaching, professional learning, and data-driven feedback.
  - Implement dual language and bilingual education program development.
  - Provide training on practices for including all students of different learning abilities.
  - Ensure all K2 classrooms have a full-time paraprofessional.
  
- Raise the bar on student learning with high-quality learning materials, resources and improved learning environments (\$15 million).
  - Expand student access to technology with 1:1 computing for every student in grades 7-12. Schools serving grades 3-6 will also receive devices.
  - Provide consistent, high-quality literacy materials and instruction for every student.
  - Ensure our facilities support learning by adding 25 additional custodians.

The School Committee and Superintendent have scheduled a series of budget hearings designed to receive feedback from BPS stakeholders on the Superintendent's FY21 budget recommendation:

Thursday, February 13 at 6 p.m.  
Curley K-8 School, Jamaica Plain

Tuesday, March 10 at 6 p.m.  
King K-8 School, Dorchester

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Wednesday, March 18 at 5 p.m.  
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Mr. Kuder announced that all FY21 budget documents are publicly posted online at [bostonpublicschools.org/budget](http://bostonpublicschools.org/budget) and encouraged people to email their feedback to [budget@bostonpublicschools.org](mailto:budget@bostonpublicschools.org).

Mr. Loconto discussed the dramatic decline in state education funding in recent years. He noted that while the Student Opportunity Act (SOA) is expected to increase the state funding received by the district, the budget presented does not include any SOA funds. He praised the Mayor's multi-year investment in BPS – the largest percentage increase since FY99 and the largest year-over-year dollar increase in at least 40 years.

Ms. Robinson encouraged the district to support school communities that are impacted by declining enrollment. Mr. Kuder discussed the budget collaborative process, in which the central office budget team works closely with schools leaders and staff to mitigate the impact of declining enrollment. He also described how the district supports schools in transition. The Superintendent talked about her strategic decision to make targeted investments in 33 of the district's lowest performing schools, with the expectation that by doing so, "all boats will rise." She said that the district is looking to identify savings through transportation efficiencies. Ms. Robinson suggested that the district explore offering 1-1 technology to elementary students.

Dr. Coleman encouraged the district to create measures for evaluating the success of its investments in improving instruction. He noted the importance of numeracy, in addition to literacy. He expressed concern about the size of the district's transportation budget, and whether BPS can afford to be a system of choice. The Superintendent said that the district's transportation system is complex, and that difficult decisions will have to be made. Mr. Loconto said that the FY21 budget recommendation will help families by offering higher quality schools closer to home.

Mr. O'Neill echoed Dr. Coleman's concerns about the size of the BPS transportation budget. He recalled that Committee adopted the homebased student assignment system because it recognizes that families want choice until the district provides high quality schools close to home in every neighborhood. He thanked Mayor Walsh and the Superintendent for the additional investments. He asked about changes to the Weighted Student Formula (WSF). Mr. Kuder explained that the district increased weights for special education and early childhood. Mr. O'Neill recalled that WSF was considered groundbreaking when it was first implemented in BPS because the dollars follow the student. He discussed the need to find a balance between what district mandates and the school leader's discretion.

Ms. Oliver-Dávila praised the district's investment. She asked about supports for the district's open-enrollment comprehensive high schools. Some, but not all – are among the 33 schools receiving targeted supports. Others are receiving other investments. Mr. Kuder explained how

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the district is working create a match of programming and even distribution of programming. Noting the late hour and the importance and complexity of the budget proposal, Ms. Oliver-Dávila suggested that in the future, the Committee not receive public comment at the meeting when the budget is presented.

Mr. Loconto lauded the district's investment and thanked Mer. Kuder for the slides which demonstrate a demographic breakdown the new investments. He reviewed the upcoming budget hearing schedule, noted that FY21 budget documents are posted online at [bostonpublicschools.org/budget](http://bostonpublicschools.org/budget) and encourage people to email their feedback to [budget@bostonpublicschools.org](mailto:budget@bostonpublicschools.org).

**PUBLIC COMMENT ON REPORTS**

Mike Heichman, advocate, testified regarding the Superintendent's FY21 preliminary budget recommendation.

John Mudd, advocate, testified regarding the Superintendent's FY21 preliminary budget recommendation.

The Superintendent clarified that the City's \$100 investment in BPS over the next three years is above and beyond the district's maintenance budget and will support direct services to students.

**NEW BUSINESS**


Mr. O'Neill requested that the Office of Human Capital provide responses to questions raised by the Committee following OHC's Annual Hiring Update on January 29, 2020.

Ms. Robinson requested an update the district's practices regarding student information sharing. The Superintendent said she and her team continue to meet with leaders of the Boston Teachers Union and Boston Police Department on this issue, adding that she expect to bring forward a policy recommendation to the School Committee in the near future.

**ADJOURN**

At approximately 10:45 p.m., the Committee voted by unanimous consent to adjourn the meeting.

Attest:



Elizabeth Sullivan  
Executive Secretary