



Watertown High School

50 Columbia St, Watertown, MA 02472 USA 617-926-7760 fax: 617-926-7723 www.watertown.k12.ma.us

Shirley J. Lundberg, M.Ed.
Principal

Annmarie Boudreau, Associate Headmaster
Brian Brewer, Dean of Students

Watertown High School
Site Council Meeting
October 25, 2016
6:30 p.m.
WHS Library

Present:

Members: Shirley Lundberg (Principal), Hillary Glencross (Teacher), John Rimas (Teacher), Ann Walters (Parent), Lisa Gabel (Parent)

Non-Members: Dennis Duff (Community Member), Michelle Gaseau (Parent), Chris Lowry (Parent), Yasmin Daikh (Parent)

Absent:

Members: Stella Varnum (Student)

1. Everyone in attendance introduced him or herself and described their role in the school and/or community.
2. By consensus the Council decided to postpone officer elections until next month, after we advertise for the open positions.
3. By consensus the Council approved that Shirley would advertise for the parent vacancy via her Newsletter, and for the teacher vacancy via the school email. Interested parties to contact Shirley.
4. The draft minutes of the May 4, 2016 meeting were presented. Motion to approve by John Rimas, seconded by Lisa Gabel; unanimously approved.
5. Meeting schedule for the current year was established by consensus. All meetings are held at 6:30pm in the WHS Library:
 - November 22, 2016
 - December 20, 2016
 - January 24, 2017
 - February 28, 2017
 - March 28, 2017
 - April 25, 2017
 - May 23, 2017
6. Shirley gave an overview of the NEASC process to date:
 - 3 years of self-study process and evidence gathering
 - entire professional staff was involved in the study and they entire staff voted and approved each of the reports from the 7 Standards Committees, which are Core Values and Beliefs; Curriculum; Instruction; Assessment of Student Learning; School Culture and Leadership; School Resources for Learning; Community Resources for Learning
 - in March 2016, a visiting team appointed by NEASC came to WHS for a 3 ½ day accreditation visit. 16 members – 2 for each standard and 1 Chair and 1 Co-Chair.
 - i. Examined our self-study report
 - ii. Compared what they observed to what we wrote

- iii. Shadowed students
 - iv. Interviewed students, staff, administration and central office staff
 - v. Examined digital and physical evidence provided by the school
 - vi. Toured the building classrooms
 - vii. Toured the building infrastructure/mechanical areas
 - viii. Wrote their own draft report for each standard
- A draft report was sent to Shirley in June, and an opportunity was afforded at this time, to correct any errors in fact.
 - After some adjustments were made, the final draft was developed by the Visiting Team Chair, and sent to Shirley. He also submitted it to the Committee on Public Secondary Schools at NEASC.
 - Shirley co-wrote a cover letter with the Superintendent, and the cover letter and report were distributed to the Superintendent's Office, the press, the school committee, WHS staff, the public library, the DESE, the members of the visiting team and posted on the school web site.
 - Several Staff members formed a Team 21 Collaboration designed to explicitly embed 21 first century expectations language into curriculum, instruction and assessment documents
 - Shirley and one other staff member (Laura Rotondo) attended the 10/26/14 Next Steps seminar for schools who had a spring 2016 accreditation visit.
 - i. A Follow-Up Committee will be formed to manage the response to the recommendations in the report. Laura Rotondo volunteered to chair this follow-up committee.
 - ii. Within 2 – 6 weeks, we will received a letter from NEASC regarding our accreditation status. It will contain a number of commendations and the recommendations that they suggest are the priorities for us to address
7. Shirley distributed copies of the 2016-2108 School Improvement Plan. Review and status on action items will be an agenda item for the next meeting.
 8. Dennis Duff asked about the status of a possible high school building replacement or renovation. Shirley described the MSBA process and the WHS Statement of Interest. Chris Lowry described the work of the WPS Master Planning Committee. Chris Lowry gave an overview of the the Master Planning Committee. She agreed to give a fuller presentation of the Master Planning Committee's work at the next meeting.

Hillary Glencross moved to adjourn and the motion was seconded by Lisa Gabel. It was voted unanimously to adjourn at 7:25 p.m.

Respectfully submitted.

Shirley J. Lundberg
Secretary pro tem

**Handouts: Watertown High School Improvement Plan 2016-2018
APPROVED 11/22/2016**