



## CITY OF MALDEN, MASSACHUSETTS

Mr. Timothy Ruggere, Principal  
Mr. Michael Drouin, Assistant Principal  
Ms. Sharon Seyller, Assistant Principal

### LINDEN S.T.E.A.M. ACADEMY

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Linden STEAM Academy Governing Board Minutes  
November 20th at 5:45pm  
Linden STEAM Academy Library

**Call to order:** 5:45pm

- 1) Attendance: John Murray, Jessica Leggett, Cynara Cannatella, Rachana Gray, Tim Ruggere, Eden Garhart Smith, John Oteri, Deb Gesualdo, Kenya Avant, Justin Umlah, Kathleen Christensen, John Froio
  - a) Quorum sufficient to conduct business
- 2) Approval of Minutes from October
  - a) Motion made by Deb Gesualdo, seconded by Cynara Cannatella
  - b) Motion carries
- 3) Approval of Minutes from November Special Meeting
  - a) Motion made by Eden Garhart Smith, seconded John Murray
    - i) Discussion:
      - (1) Notes are desired to have an addition of the specific grant amount and reflect the purpose of the grant application that it is for grant planning not necessarily commitment to the project.
    - b) Motion to amend the main motion and approve the minutes from the November Special Meeting with the edits from the discussion made by Deb Gesualdo, seconded by Cynara Cannatella
    - c) Motion carries
- 4) Motion made to move MCAS data review to the top of the agenda, made by John Murray and seconded by Jessica Leggett.
  - a) Motion carries
  - b) **See powerpoint (need to insert link for powerpoint—all powerpoints must be included in minutes)**

- c) Motion to table further discussion in December/January 2019 in on-going business—discussion on MCAS data, subgroups, moving forward, and what LSA is doing to increase our scores. Motion made by Cynara Cannatella, seconded by John Murray.
- 5) Ongoing Business
- a) Governing Board Goals(Aligned with District)
    - i) School goals are coming together with the committees (restorative practice, scheduling, code of conduct) and all connect to school improvement plan--including restorative practices
    - ii) AEAP/ Gifted Qualifications—need to identify every piece of data on what would go into it if the program continues.
      - (1) Motion to create AEAP sub-committee from existing governing board members and outreach to staff and community members made by Rachana Gray and seconded Eden Garhart Smith.
        - (a) Discussion:
          - (i) Must comply with meeting laws, post agenda with city clerk, etc.
        - (2) Motion carries
  - b) LSA Bullying Plan
    - i) Motion to move to December meeting made by Jessica Leggett and seconded by Kenya Avant.
    - ii) Motion carries
- 6) New Business
  - a) School Year Subcommittees
    - i) 3 staff subcommittees: code of conduct, scheduling, restorative practices
      - (1) Moving to a have bell schedule so it's all in X2 and will improve student safety, promote office awareness of students location without making phone calls to homeroom)
      - (2) Propose school improvement committee that will allow internal and external members, a parent engagement subcommittee, AEAP subcommittee, by-laws subcommittee. Proposed goals on template so areas can be filled in and this will help school improvement plan, add to December agenda
      - (3) Next meeting: Goal template to review, see who wants to go further from there
  - b) School Safety(Hallways)
    - i) Administration has had major presence, strict rules with parent entry
  - c) Survey for the staff regarding PD(Aligned with district)
    - i) LSA went back onto district PD and away from strictly LSA.
      - (1) Survey staff after February 2019 PD for opinion to stay with district or return to LSA housed and led
      - (2) Jessica Leggett will have it prepared for after staff PD on February 15, 2019.

(a) Motion made to survey staff on PD choice of joining the district or creating our own.

Motion made by Rachana Gray, second by Eden Garhart Smith.

- d) Developing Focus groups for grant ideas
  - i) Hold off until formation of subcommittee groups in December)
- 7) Administrator's Report
  - a) We're making breakthroughs in getting to know each other.
  - b) November staff meeting covered any questions and concerns.
  - c) Tim went over the staff questions with Mike and Sharon.
  - d) Safety, communication, and visibility were the main topics
  - e) The meeting was a powerful moment and turning point in confirming that we're on the right track and it was good for staff to speak disagreements and work as a team to fix and move forward.
- 8) Public Comment
  - a) None
- 9) Personal Privilege
  - a) Rachana-
    - i) Tasks need to be properly written and pass on to the next, went into Google account and created 2 folders: templates (of agendas, minutes, etc.) Google groups to be updates and need a backup and changed email settings so if LSA GB receives an email, the whole Google group gets them
  - b) Kenya
    - i) wants to do more work and feels restrained
  - c) Cynara
    - i) Thank you to Kenya for work on MCAS data
  - d) Eden
    - i) Thanks, also, to Kenya for work on MCAS data
- 10) Motion to adjourn made by John Murray, seconded by Eden Garhart Smith
  - a) Motion carried

**Adjournment:** 7:17pm