

June 13, 2002

**I. CALL TO ORDER**

Rules Management Committee Chairperson, Carolyn Taylor, called a Rules Management Committee of the Whole Meeting of the School Committee to order in the conference room at 181 Washington Street at 7:10 p.m., to discuss Citations, Staff Exit Interviews and an MASC Resolution.

**II. ROLL CALL**

Present were Ms. Cardoso, Ms. Murray, Ms. Bauer, Ms. Harris, Ms. Taylor, and Ms. Rossetti. Mayor Gay, Alderman White and Mr. Sullivan were absent.

Dr. Albert F. Argenziano, Superintendent of Schools and Mr. Anthony C. Caliri, Human Resources Manager were also present along with three members of the audience, Julie DiPasquale, Natalie Vieira and Linda Vitiello.

**III. STAFF EXIT INTERVIEWS**

Mr. Caliri handed out the following *Exit Interview Form* for the school committee to peruse.

SOMERVILLE PUBLIC SCHOOLS  
HUMAN RESOURCES DEPARTMENT

EXIT INTERVIEW FORM

- While employed here what did you like most about your job?
- Did you get the training or mentoring that you needed?
- Did you progress as you expected?
- Was there anything we could have done to get you to stay with us?
- What is your current job? What makes your new job better than working for us? Pay? Benefits? Conditions?
- While employed here, what did you dislike about your job?
- What improvements if any would you recommend with regards to our operation, pay and benefits?

A lengthy discussion took place among members regarding this form. Ms. Murray thought it might be an important piece of information for the Human Resource Manager. Mr. Caliri advised that he certainly knows why people are going to leave and they're are many reasons i.e., re-locating, more money, etc. He stated that Somerville is on average with other communities. He said the primary purpose of an exit interview should be to make positive and realistic changes that enhance the educational process. Also, Somerville no longer has a problem attracting employees. Mr. Caliri also mentioned Somerville's Mentoring Program, which will help to retain people. He also said he would like to contact people 4 to 6 months after they leave and ask them what makes their new job better than the job they left?

Each question on the Exit Interview Form was reviewed and much discussion took place. Ms. Murray asked if the information received could be coded for confidentiality and Ms. Harris asked for a legal opinion from legal counsel.

**IV. DISTRIBUTION OF CITATIONS**

Dr. Argenziano handed out a draft copy of a Citation Policy for members to read and discuss as follows:

*Any member of the School Committee may recommend a community member, staff member, a student, a team or group of students to receive a Citation for outstanding work or contribution. Public recognition will be done at a regularly scheduled school committee meeting and recorded as such in the official minutes of said school committee meeting. The Superintendent of Schools, acting as Secretary of the School Committee, will send such individual or group the Citation publicly announced or recognized.*

A lengthy discussion also took place among members regarding the awarding of School Committee Citations at School Committee Meetings. Each member voiced their opinions and the general consensus was that the awarding of Citations needs to be balanced, fair and covers everyone that should to be recognized i.e., staff, students and groups. Discussion took place as to where Citations would be given out. Ms. Harris suggested having a special time aside from a school committee meeting. Ms. Rossetti advised that after speaking with many people the Citations should continued to be given out at a school committee meeting at city hall. Further discussion took place. Ms. Vitiello, STA President, suggested that Citations be given out in categories i.e., Art, Sports, Humanities and other subject areas.

Chairperson Taylor suggested having a special meeting every quarter called The Quarterly Meeting and it was decided to begin in November on a Monday evening between school committee meetings at city hall with refreshments. They committee decided to try this plan two times and see how it goes. A listing of the meetings will be sent to the Somerville Journal. Dr. Argenziano set tentative dates of November 25<sup>th</sup> and February 10, 2003.

MOTION: Ms. Cardoso made a motion, seconded by Ms. Harris, to adopt the Citation Policy as presented by the Superintendent of Schools.

FRIENDLY AMENDMENT: Ms. Bauer amended the above motion to remove the last sentence of the Citation Policy and the amended motion was approved by voice vote.

**V. MASC RESOLUTION**

Ms. Taylor gave a brief update regarding the Brookline Public Schools Resolution for the 2002 MASC Delegate Assembly regarding its commitment to education reform and its opposition to the use of the MCAS test as a graduation requirement. No action taken.

**VI. ADJOURNMENT**

The meeting was adjourned at 8:40 p.m., by voice vote.

Dr. Albert F. Argenziano  
Secretary