

Emailed to Philbrick-Sumner Communities on January 30, 2024 at 4:00.

Subject: Philbrick-Sumner Community Engagement Team Meeting Summary

To: Philbrick and Sumner Communities (Families and Staff)

From: capitalplanning@bostonpublicschools.org

Dear Philbrick-Sumner Merger Community,

The Sumner and Philbrick engagement team met on January 11th, 2024. We discussed norms, school leader hiring, and the school renaming process in that meeting. We also got a list of questions and developed a [Q&A linked HERE](#). Please see the notes from that meeting below. If you have questions, please feel free to reach out to me.

Please see the agenda items that were discussed.

- Core team members and their roles
 - Katherine Santiago, Senior Project Manager for CP, co-facilitator and timekeeper
 - Masika Gadson, CE Manager for CP, co-facilitator and timekeeper of this team
 - Erin O'Brien, Family Liaison at the Sumner, note taker
 - Diana Fortin, second Family Liaison at the Sumner, field questions
 - Renel Jean, Family Liaison at the Philbrick, field questions backup

- Norms
 - We shared working team norms [linked here](#); these norms outline how we are expected to collaborate as a team throughout this process.

- [A Philbrick-Sumner Merger Working Group Document](#)
 - Created for this team to outline the work ahead and the meetings for the remainder of the school year. The goals of this team over the next few months include the following, among other topics:
 - Naming the Merged School
 - Assisting in choosing classroom furniture and playground equipment
 - Participating in Racial Equity Work and Racial Equity Training
 - Discussing and finalizing school dedications and memorialization for the new school entrance
 - Planning the Community Engagement timeline for SY2425 before ultimately merging in the Fall of 2025

- School Leader Hiring Process Update
 - We shared an update on the school leader hiring process. We first shared that the school leader hiring process would begin in February of 2024, and we will be moving forward with this process in February 2025. We will be moving forward with the hiring process outlined in the [Superintendent Circular](#), School Superintendent Elena Luna will manage the budget and probable org process in

the interim, before the school leader is hired and onboarded. We will keep the school community updated throughout the process.

- School Renaming Process
 - During the meeting, we walked through the district's existing school naming process, which you may find [linked here](#), to be further discussed at the next meeting, scheduled on Tuesday, January 30, 2024.

For any additional questions, please reach out to capitalplanning@bostonpublicschools.org.

Thank you,

Katherine Santiago, Senior Project Manager - Capital Planning