

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

**School Committee
Business Meeting**

Monday, February 1, 2021

6:30 PM

SC Packet Checklist:

- SC Business Meeting Agenda 2-1-2021 - amended**
- SC Meeting Agenda Notes 2-1-2021 - amended**
- SC Business Meeting minutes 1-4-2021**
- SC Retreat minutes – 1-13-2021**
- Update for Greece Trip**
- Request to Repair Tennis Courts**
- Finance Subcommittee Meeting Minutes 1-19-2021**
- Crowdfunding Policy GBEBD**
- Public Gifts to Schools Policy KCD**
- Student Fund-Raising Policy JJE**
- NPS Fundraising Project form**
- Response Letter to MASC & MASS**
- Student Opportunity Plan**
- Enrollments**

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting - **REMOTE**
AGENDA - amended
Monday, February 1, 2021
6:30 PM

<https://us02web.zoom.us/j/81778212244?pwd=MmYraEo4Q25BaGZwcWtEZWIQNHIyZz09>

Passcode: 799963

The Mission of the Newburyport Public Schools, the port where tradition and innovation converge, is to ensure each student achieves intellectual and personal excellence and is equipped for life experiences through a system distinguished by students, staff, and community who: - practice kindness and perseverance - celebrate each unique individual - value creativity; experiential, rigorous educational opportunities; scholarly pursuits; and life-long learning - provide the nurturing environments for emotional, social, and physical growth - understand and embrace their role as global citizens.

Business Meeting Agenda: The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. **SPECIAL NOTE:** This meeting will be held remotely and will be televised locally live on Comcast Channel 9 or via <https://ncmhub.org/share/channel-9/>.

1. Call to Order & Pledge of Allegiance
2. Public Comment – *remote via Zoom*
3. *Consent Agenda (warrants and minutes from 1/4/2021 and 1/13/2021) – *Possible Vote*
4. NHS Student Representative Report
5. *International Trip (Greece) – *Andy Wulf – Possible Vote*
6. *Amend Request to Repair Tennis Courts near Johnson St. – Friends of Newburyport – *Possible Vote*
7. Finance Report – *Steve Cole*
8. *Fundraising Policy, *second reading & Vote* – *Sheila Spalding*
9. *Response to letter from MASC & MASS to Governor Baker – *Sheila Spalding – Possible Vote*
10. *School Committee Retreat Recap – *Bruce Menin*
11. Renaming Rupert A. Nock Middle School discussion – *Sean Reardon*
12. *Student Opportunity Act Plan – Superintendent Sean Gallagher – *Possible Vote*
13. Superintendent's Report – *Superintendent Sean Gallagher*
COVID Medical Team Update, DESE Surveillance Testing, School Choice/current enrollments
14. New Business

Adjournment

The School Committee reserves the right to call **executive session, as provided under Chapter 30A, Section 21(a)(2), of the General Laws to discuss strategy sessions in preparation for negotiations collective bargaining and/or potential litigation.

**Newburyport School Committee
Meeting Agenda Notes**

Monday, February 1, 2021

Time: 6:30 PM

<https://us02web.zoom.us/j/81778212244?pwd=MmYraEo4Q25BaGZwcWtEZWIQNHIyZz09>

Passcode: 799963

AGENDA NOTES - amended

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

SPECIAL NOTE: *This meeting will be held REMOTELY and will be televised locally live on Comcast Channel 9 or via <https://ncmhub.org/share/channel-9/>.*

Agenda:

2. Public Comment – remote via Zoom
3. *Consent Agenda (warrants and minutes from 1/4/2021 and 1/13/2021) – *Possible Vote*
4. NHS Student Representative Report – *Sierra Leahy*
5. *International Trip (Greece) – *Andy Wulf* – *Possible Vote*
Trip to Greece is currently scheduled for April 2021. The high school group would like to postpone the trip to April 2022. (see attached update from Aileen Maconi)
6. *Amend Request to Repair Tennis Courts near Johnson St. – Friends of Newburyport – *Possible Vote*
Friends of Newburyport Tennis are exploring other locations on school grounds, and expanding from two courts to five courts. (information from 2020 attached)
7. Finance Report – *Steve Cole*
Update from Finance Subcommittee meeting of January 19, 2021 (see attached minutes).
8. *Fundraising Policy, *second reading & Vote* – *Sheila Spalding*
Discuss changes to the attached policies: Student Fund-Raising (JJE), Crowdfunding (GBEBD) & Public Gifts to Schools (KCD)
9. *Response to letter from MASC & MASS to Governor Baker – *Sheila Spalding* – *Possible Vote*
Attached response letter reflects changes suggested at the last school committee meeting.
10. School Committee Retreat Recap – *Bruce Menin*
11. Renaming Rupert A. Nock Middle School discussion – *Sean Reardon*
Discussion is in response to recent public concerns & news coverage of Frank Cousins speech at the Unitarian Church involving his family's experience with Rupert Nock in 1941.
12. *Student Opportunity Act Plan – Superintendent Sean Gallagher – *Possible Vote*
As part of the SOA, districts are required to submit three-year, evidence-based plans aimed at closing persistent disparities in achievement among student subgroups. (see attached)
13. Superintendent's Report – *Superintendent Sean Gallagher*
COVID Medical Team Update, DESE Surveillance Testing, School Choice/current enrollments
14. New Business

Adjournment

*Possible Vote

FYI: Upcoming Dates:

School Committee Public FY22 Budget presentation – Tuesday, February 23 at 6:30pm
School Committee Business meeting, Monday, March 1 at 6:30pm

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE BUSINESS MEETING
Monday, January 4, 2021
REMOTE**

Meeting Convened at 6:34 PM

Mayor Donna Holaday / Bruce Menin Presided

Present: Sean Reardon, David Hochheiser, Mayor Donna Holaday, Bruce Menin, Steve Cole, Brian Callahan, Sheila Spalding

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

Mayor Donna Holaday called the Business Meeting of the Newburyport School Committee to order at 6:34 PM. Roll Call found all members present. All those present stood for the pledge of allegiance to the Flag.

At this point Vice-Chairman **Bruce Menin** assumed chairmanship of the Business Meeting.

PUBLIC COMMENT:

Shanna Perrucci, PhD: (via email, read by Bruce Menin) Mental health professionals in town are seeing major increases in depression and anxiety in children in this community due to isolation and being expected to sit in the same place and stare at a screen for 6 to 7 hours a day, which goes directly against all previous research on child brain development and mental health.

CONSENT AGENDA:

Warrants:

Motion

On a motion by **Steve Cole** and seconded by **Sean Reardon** it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:

\$123,189.32

Motion Passed Unanimously

School Committee Retreat

- **Bruce Menin** stated that Dorothy Presser is available and he is awaiting her reply. By having her come in to train with the School Committee, we will be in compliance as part of our settlement made with the union.
- Edits are finished for the MA State Ethics, Operating Principles and Norms of Interaction documents. **Bruce Menin** asked Superintendent Gallagher to send the documents to the attorney

for review. Once they hear back from the attorney, the documents will be sent to everyone and discussed at the retreat. Bruce Menin said he drew language for Principals & Operating Norms from MASC and other communities (Concord, Tewksbury, and New York State).

- Michael Eatman would like to provide training to the School Committee in a separate session that will be scheduled after the January retreat.
- **Bruce Menin** stated another item for the agenda is conversation about Vice Chair and Chair roles. Any other ideas for agenda items should be sent to Bruce.

Sean Reardon asked if this is the time to look at the calendar for the year and talk about possible working meetings or topics for those meetings. **Bruce Menin** said he'll put that on the agenda.

DRAFT Response to letter from MASC & MASS to Governor Baker

- Discussion took place regarding the draft response letter, including Sheila Spalding's edits.
- Several members felt the draft should be reworded to lighten the language in order to avoid an angry tone.
- **Steve Cole** asked about a sentence in paragraph 3 "*This is the most irregular....*". Compared to the pandemic? **David Hochheiser** replied yes, and said "*This*" could be changed to say "*The COVID pandemic has made this the....*".
- **Bruce Menin** shared two concerns: (1) our experience with the union was not as characterized and (2) throughout the entire pandemic the State has offered guidance and not direction.
- **Sheila Spalding** offered to rework the letter to include ideas discussed at this meeting.
- **Mayor Holaday** stated this is an important letter and should be looked at one more time at the next meeting. She asked all members if they support Sheila Spalding's offer to re-draft / reframe the letter. All members were in agreement.

Superintendents Report

Flu Shot Vaccination Update

- The district is currently on target to meet the State mandate.
- The State requires all students to have the flu vaccine by December 31, 2020. Governor Baker recently extended the mandate to the end of February 2021.
- Cathy Riccio and the nursing staff have been working with the families at each school. Currently the unknown vaccination status at each school is: 12% Bresnahan, 10% Molin, 30% Nock and 25% High School.
- Families are able to apply for a waiver due to medical or religious reasons.

COVID-19 Update

- Medical Advisory team continues to meet on Wednesdays.
- Superintendent Gallagher provided the following COVID case update:

December 23, 2020 - Jan. 4, 2021

School	Positive Student Cases	Student Close Contacts	Positive Staff Cases	Staff Close Contacts
NHS	9	18	1	0
Rupert A. Nock	2	0	0	0
Edward Molin	0	1	0	2
Bresnahan	3	1	1	1
Total	14	20	2	3

- **Dashboard:** Catherine Page and Cathy Riccio have created a COVID dashboard to track both the school and city case numbers. The dashboard will be updated on a weekly basis throughout the school year. The dashboard is on the district's website, and the link will be sent to families.
- **Vaccine:** According to the Commissioner and Governor, school personnel will be part of Phase 2 for vaccinations some time by end of February – early April.
- **Surveillance Testing:** Initial meetings have taken place with Cataldo Ambulance, CIC Health, Board of Health, and the Mayor's office to develop a surveillance testing program. The idea is that surveillance testing for staff, and eventually students, would be especially helpful for the next two months, and would add another layer of protocol / precautions for the school system. Another meeting will be held over the next few weeks, which will include Dr. Jessica Su and Mike Allard. **Superintendent Gallagher** hopes to have more details by January 19.
- **Mayor Holaday** said she had reached out to Cataldo Ambulance because she heard they are the EMS provider in the city and have been providing testing in large areas around the Northshore. Surveillance testing is expensive, and would cost over 93K to test all students and staff. **Superintendent Gallagher** will work with the Medical Advisory Team to discuss what makes the most sense.
- **Mayor Holaday** stated there is approximately 600K left of CARES fund, but need to be careful how that money is spent as it must cover many other expenses for both the city & school. Another piece, after the baseline, is "pool testing", where 10 swabs are pooled together in a vial, then tested. Pool testing drops the cost.
- **Bruce Menin** asked when 1st responders will have the vaccine. **Mayor Holaday** stated the Senior Community Center recently was approved as a vaccination site by the DPH. Newburyport doesn't have 200 1st responders, so the City partnered with neighboring communities in order to be approved. Hopefully the vaccinations will start date before the end of January.
- **Brian Callahan** asked if once we have surveillance testing going for groups of students, would it mean students could be in five days, or still two and two. **Superintendent Gallagher** replied it is a possibility. If you have an understanding of the cases in the school on a regular basis, then you can start making decisions based on that data. Bringing more kids back might be one of those options, if we feel safer.
- **David Hochheiser** asked if the flu vaccination numbers are pretty regular or are the percentages better this year. **Superintendent Gallagher** stated the district is on track. The majority of students on the list are remote, so they are not coming into the building.
- **David Hochheiser** asked the Superintendent if he knew why the Governor pushed out the date to the end of February. Answer: The governor didn't say.

- **Brian Callahan** asked if all winter teams are still playing? Superintendent Gallagher said yes, on a day-to-day basis. He explained the district is monitoring the winter sport activity on a daily basis. Winter sports look a lot different due to many safety modifications, small group cohorts, following safety protocols, practice times are limited, season is shorter (5 weeks), no playoffs, no spectators etc.

SUB-COMMITTEE:

Joint Ed **Sean Reardon** stated there is no meeting schedule at this time; waiting for subcommittees to be finalized. Will probably meet end of the month.

Finance **Steve Cole** said there is a meeting next week.

Policy **David Hochheiser** will do a 2nd reading of the Fundraiser policy at next meeting.

Superintendent's Evaluation:

Motion

On a motion by **Mayor Holaday** and seconded by Sean Reardon it was

VOTED to adjourn the Business Meeting of the Newburyport School Committee
at 7:15 PM.

Motion Passed Unanimously

CALL TO ORDER / ROLL CALL

Mayor Donna Holaday called the Organizational Meeting of the Newburyport School Committee to order at 7:15PM. Roll Call found all members present.

Subcommittee Assignments 2021

Mayor Holaday announced the following subcommittee assignments:

Finance: Chair Steve Cole, Brian Callahan, and Bruce Menin

Education: Chair Sean Reardon, Brian Callahan, and Bruce Menin

Policy: Chair Sheila Spalding, Sean Reardon, and David Hochheiser

SEPA Liaison: Shelia Spalding

NEF Liaison: Sean Reardon

Superintendent Evaluation: Mayor Holaday and Bruce Menin

VIVA-VOCE VOTE FOR 2021 VICE CHAIR

Nominations

- David Hochheiser nominated Brian Callahan, seconded by Brian Callahan
- Steve Cole nominated Bruce Menin, seconded by Mayor Holaday

Brian Callahan stated he can bring a lot to the role. It is his fourth year on the committee and believes we need change in the School Committee in terms of better communications between us, the Superintendent's office, the way packets are sent out, what is in them and what is not. Change is good for anybody, and he knows he'll do a good job communicating with the community and the rest of the board.

Bruce Menin stated it has been a privilege serving as the Vice Chair. He feels that consistency is important. We are in the middle of a pandemic and he is willing to serve.

Roll Call Vote

David Hochheiser	Brian Callahan
Sean Reardon	Brian Callahan
Sheila Spalding	Brian Callahan
Steve Cole:	Bruce Menin
Bruce Menin	Bruce Menin
Brian Callahan:	Brian Callahan
Mayor Holaday:	Bruce Menin

VOTE **Brian Callahan = 4 votes**
 Bruce Menin = 3 votes

Brian Callahan is elected to serve as the Vice-Chair.

Brian Callahan would like to schedule a meeting with Mayor Holaday and Superintendent Gallagher.

Sheila Spalding thanked Bruce Menin for his leadership this year and thinks he did a great job.

Mayor Holaday agreed, stating it has been a difficult year and she appreciates all the work Bruce Menin has done this year, and all his years he served as Vice Chair.

Steve Cole echoed what was said and stated that Bruce has been a key person of knowledge during various very difficult situations and he appreciates all his efforts.

David Hochheiser also thanked Bruce Menin, and said he appreciates all the time and effort he put in.

Mayor Holaday suggested that Bruce Menin continue to coordinate the Retreat as it is coming up in next couple of weeks.

David Hochheiser stated that Principals, Norms and Ethics are in the Policy book, therefore Ms. Spalding should be consulted at some point before the Retreat. **Bruce Menin** will contact Sheila.

Superintendent Gallagher thanked Bruce Menin for all his efforts over the past few years, his hard work and institutional knowledge brought to the district. He looks forward to working with Brian Callahan and rest of committee.

ADJOURNMENT:

On a motion by **David Hochheiser** and seconded by Brian Callahan it was

VOTED To adjourn the Organizational Meeting of the Newburyport School Committee
 at 7:27PM.

Motion Passed Unanimously

Newburyport School Committee Retreat

NOTES

January 13, 2021

Welcome / Opening Comments / Introductions

Mayor Holaday introduced Dorothy Presser, Field Director of the MA Association of School Committees (MASC) and provided information about her background. This was followed by introductions of each School Committee member.

Newburyport School Committee Workshop

Facilitator: Dorothy Presser

Roles & Responsibilities of School Committee

Main responsibility of the School Committee according to the National School Board Association is continuous improvement and student achievement. Attributes that have a high impact on student achievement:

- Vision
- Accountability to move the vision forward
- Data
- Foster relationships (among the committee, school and community)
- Collaboration
- Trust
- Respect
- Set goals and monitor progress
- Engage in self-governance & professional development

Understand and Respect Roles

School Committee leads from a governance viewpoint and is the bridge between the community and the Superintendent.

Superintendent leads from a management viewpoint and is the bridge between the staff and the School Committee.

Both have the responsibility for promoting trust and mutual respect in their relationships.

Full School Committee oversees the Superintendent, not individual members

School Committee Code of Ethics

Areas of responsibilities:

- Community responsibility
- Serve the needs of all students and the community
- Responsibility to school administration
- Responsibility to fellow members

Dorothy Presser reviewed SC Member Code of Ethics for relationships with the community, school administration, as well as each other.

Various situations / strategies were discussed:

- Make sure information is shared amongst all SC members
- Make decisions in the meeting
- Do not make promises in advance (community, newspaper etc)
- Avoid influencing other SC members
- Sharing information that is already out there with the community is fine

Role of the Chair

To guide the work of the school committee to protect the committee

Help keep the committee focused on the mission, values, goals, and student achievement

Grow new leadership by sharing leadership responsibilities

Legislative Responsibilities of School Committee

Work with Superintendent to ensure educational goals are established

- Ensure goals are in place and well-articulated
- Goals are defined based on community vision and values
- Monitor progress of goals
 - Data
 - School improvement plans align back to district goals
 - Presentations at SC meetings to report on progress
- All work being done aligns back to the district goals

Enact Policies: The group discussed what is policy, and where policy can be found. And reviewed which tasks were policy related versus administrative.

- Policy is “what and why”; procedure is “how”
- Make sure policies are aligned

- Policy can be found in many places (i.e. policy manual, budget, handbooks)

Approve and monitor the budget

- Have a basic understanding of school finance (where money comes from & goes)
- Budget is the biggest resource to implement goals
- Budget decisions should be aligned to goals
- Reviewing and signing warrants
- Monitor spending (i.e. via reports)

Hiring

- Hire and evaluate the superintendent
- Provide advice and consent on various other positions
 - Superintendent brings qualified candidates to the committee
- Hire and retain legal counsel
- Establish Personnel Policy
- Compensation
- Employer of record on collective bargaining agreements

Policies and Protocols

Before the meeting

- David Hochheiser would like the ability to submit questions pertaining to agenda items before the meeting, and receiving answers and/or confirmation of receipt.
- Bruce Menin suggested the need for a more streamlined process for developing a list of items to go on the agenda.
- Mayor Holaday and Brian Callahan suggested resurrecting Michael Luken's monthly agenda "to do" list, which could be used to develop a yearly calendar.
- Brian Callahan suggested using a project management tool.
- David Hochheiser suggested that a portion of each meeting be used to discuss old/new business.
- Sheila Spalding suggested sending things through subcommittees before they come to the full committee
- David Hochheiser would like to receive supporting materials earlier (i.e. 3 days before).

At the meeting

- Brian Callahan stated every item on the agenda should have two sentences about what's going on so people have better information for Public Comments (including subcommittee and superintendent reports). Also, the information needs to go out sooner.
- David H., Brian C., and Sean R. thought it may be a good idea to include minutes of subcommittee meetings in the school committee meeting packet.

- Brian Callahan thinks it would be beneficial to occasionally have a Q&A dialogue for Public Comments.
- Brian Callahan and Sheila Spalding suggested extending Public Comment to more than 2 minutes, perhaps 3 minutes if you have five or less people.
- Mayor Holaday mentioned the success of past public forums that included Q&A, and the district had wanted to do more of these, but then the pandemic hit.
- Mayor Holaday and Sean Reardon commented that length of meetings sometimes is a problem. Dorothy Presser suggested providing presenters with clear guidelines about what you want to hear may help. She will send her Staff Presentation Guide to the committee.
- Sean Reardon would like to see presentations in the packet, before the meeting.
- Mayor Holaday suggested separating school presentations instead of having them all on one night in order to really focus on one school. Dorothy Presser advised that more advance notice be given to presenters to allow ample time for preparations.
- Dorothy Presser reminded everyone to be very careful using technology devices during a meeting (i.e. chat). It could be an Open Meeting Law problem because you're allowing the public to participate in the meeting without the permission of the Chair.

Between meetings

- Dorothy Presser reminded members that individuals should not go directly to staff to obtain information or resolve an issue.
- Be aware of Open Meeting Laws and do not start any deliberations outside of a meeting nor on social media. Dorothy will send a Social Media Guide for School Committees.

Principles, Norms, Ethics Policies

Bruce Menin

Bruce Menin heard back from the lawyer and the document addresses questions he had.

Bruce Menin will email the document to everyone.

All agreed the document will be reviewed at the next Policy meeting, and then be included on the agenda for the next School Committee meeting.

Calendar / working meetings discussion

Sean Reardon

Sean Reardon suggested this item be discussed in session at the next school committee meeting.

Joanne Yelle will send the Mike Luken calendar to Brian Callahan.

Sheila Spalding suggested that goals should be looked at.

Mayor Holaday and Brian Callahan commented that a forum would be a good idea. Forum topics can be discussed at the next meeting.

Warrants

Motion

On a motion by Mayor Holaday and seconded by Bruce Menin it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant.
\$22,565.97

Motion Passed Unanimously

Motion

On a motion by Mayor Holaday and seconded by Sean Reardon it was

VOTED: To approve, receive and forward to the City Auditor to make payment and deduct the funds from the school's account.
\$34,528.60

Motion Passed Unanimously

Motion

On a motion by Bruce Menin and seconded by Sean Reardon it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant.
\$470,807.76

Motion Passed Unanimously

2021-2022 Prekindergarten / Kindergarten updates

Sean Gallagher stated they propose no rate increases for 2021-2022. They wish to keep the current rates.

Due to the benefits seen from a 4-day schedule this school year, Sean Gallagher stated they would like to put all the programs on a 4-day schedule in 2021-2022 and have the fifth day (i.e. Friday) to service the most at risk kids.

Miscellaneous

Dave Hochheiser asked if students were going back hybrid on Tuesday (1/19). Sean Gallagher stated Cohort A will return on Tuesday, Wednesday will be remote, and Cohort B returns on Thursday. He will send out a message.

Sean Gallagher said they were on target for the public preliminary budget presentation on February 23rd.

UPDATE: Greece Trip

Advisor: Aileen Maconi

Currently the Greece trip is scheduled for this April 2021.

Where we are at:

We have decided to ask the school committee to postpone the trip to April 2022.

As travel conditions at this point indicate we will not have the ability to either travel, or if we did would be limited in what we could do it is preferable to postpone the trip.

I have received an email from EF that they are expecting to request a postponement to 2022 as well, (although not officially confirmed yet).

Originally we had 28 students enroll. Currently there are 12 students still listed on the trip. The other 16 students have either taken a voucher to use on the postponed Greece or Galapagos Island trips (2022) - (please note students from either trip that have vouchers can use with any EF trip.)

Of the remaining 12

- 6 wish to transfer to the postponed Greece trip for 2022, and so rather than doing a voucher simply remain on the roster and EF will move them over automatically.

- 6 had hoped to travel this year and will decide to either take a voucher or to cancel for a refund. Refunds will be for the full amount paid to date minus a \$350 cancelation fee.

4 are seniors

Postponement has been discussed with all families and while disappointing, agreed to.

For those wishing to go on the postponed trip they were provided an opportunity to look at the different options available and have input in the selection of the 2022 Greece tour - EF has guaranteed the price and if a tour is more, will guarantee to cover up to \$300 for those who were on this year's tour. In addition they will take \$100 off the overall cost of the trip for those rolling over.

If the trip is agreed to be postponed, we will introduce the trip to other students in february for enrollment.

The trip students selected is: Athens and the Greek Islands (this trip might include a day in Rome as a stop before or after Greece - being worked out and not yet confirmed). Much of the same itinerary is covered but more time is spent visiting and exploring the islands. This trip will be the same price as the current trip and the same number of days. \$3500

minutes - From
Feb 3, 2020

On a motion by **David Hochheiser** and seconded by **Sheila Spalding** it was

VOTED: To approve the Capital Improvement Plan.

Motion Passed

Sean Reardon voted No

REPAIR TENNIS COURTS NEAR JOHNSON STREET:

Friends of Nock Tennis Court would like to request that the school district allow them to repair the courts next to Johnson Street, as well as expand them towards the school roughly 2- feet so that they are regulation sized.

Mayor Holaday said she wanted to make sure there would be no parking on the court as it is being renovated.

Bruce Menin asked who would apply for CPA Grants. Answer - Parks

Mayor Holaday - work with Parks - design, organize

Motion:

On a motion by **Mayor Holaday** and seconded by **David Hochheiser** it was

VOTED: To support the efforts of the Friends of Nock Tennis Court to raise funds
For the Tennis Courts at the Nock/Molin Schools.

Motion Passed Unanimously

possible error.

2020-2021 DRAFT CALENDARS:

Superintendent Gallagher presented two versions of the 2020-2021 Draft Calendars (First Reading), one showing 2 Late Starts and the other showing 4 Late Starts. **Superintendent Gallagher** gave information on attendance - beneficial to late start and moving it to Friday - information also on chronic absences.

David Hochheiser asked are we sure that the kids who are chronically absent would not be affected.

Superintendent Gallagher explained how the calendars were developed.

Mayor Holaday encouraged community/students to reach out to the School Committee to discuss the calendar.

Superintendent Gallagher said he will go back with suggestions and review.

DISTRICT FUNDRAISING DISCUSSION:

Bruce Menin asked the Superintendent to list funding by the school.

David Hochheiser asked how much is being raised in each school.

Mayor Holaday asked if there were other fundraising done by other groups.

Steve Cole asked if there were going to be any guidelines.

ASSISTANT SUPERINTENDENT ANGELA BIK'S REPORT:

Assistant Superintendent Angela Bik reported on the following:

- Seal of Biliteracy: NPS will participate in this Massachusetts initiative of DESE. This is an award given in recognition of students who have attained a high functional level of proficiency in speaking, reading, writing, and listening in 2 or more languages in school or in another setting by high school graduation.

**Newburyport School Committee
Meeting Agenda Notes**

Monday, February 3, 2020

6:30 PM, Senior/Community Center, 331 High Street, Newburyport, MA

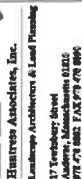
AGENDA NOTES

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Agenda:

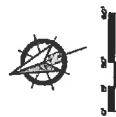
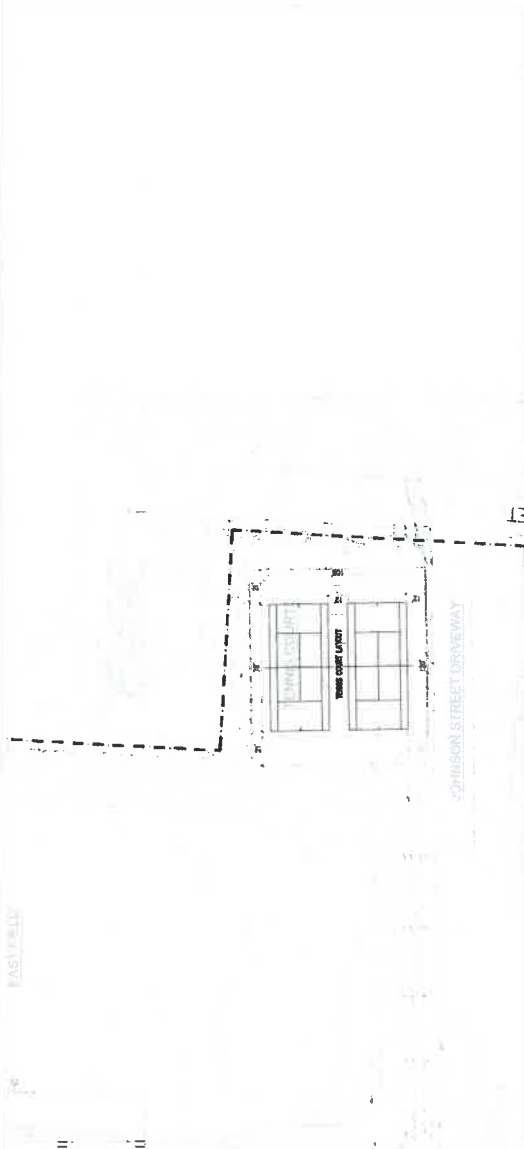
- 3. *Consent Agenda:** warrants & minutes of January 21, 2020 - *Vote*
- 4. Student & Staff Recognitions:**
 - (a) Christina Gentile:** *in recognition of six years of service as Special Education Director to the Newburyport Public Schools.*
 - (b) Eight students in the 8th grade at Nock Middle School** *are being recognized for being Peer Mentors to students at the Bresnahan Elementary. They visit the Bresnahan 1x per week during their flex time with Jen Groskin (gr. 8 teacher).*
- 5. NHS Student Representative Report - Peter D'Ambrosio**
- 6. *Galapagos Islands Overnight Field Trip – Erin Hobbs – possible Vote**
Students from grades 10, 11 and 12 will go on an overnight field trip to Ecuador and the Galapagos Islands from April 16, 2020 to April 24, 2020.
- 7. *Capital Improvement Plan – possible Vote**
Steve Bergholm will present Capital Improvement Projects for the school district.
- 8. *Repair Tennis Courts near Johnson Street – Friends of Nock Tennis Court - possible Vote**
This group would like to request that the school district allow them to repair the courts next to Johnson Street, as well as expand them towards the school roughly 20 feet so that they are regulation sized.
- 9. 2020-2021 Draft Calendars, First Reading** *Two versions provided (one showing 2 Late Starts and the other showing 4 Late Starts)*
- 10. District Fundraising discussion – Bruce Menin - review of the Student Fund-Raising policy**
- 11. Ass't Superintendent Angela Bik's Report:**
 - Seal of Biliteracy:** *NPS will participate in this Massachusetts initiative of DESE. This is an award given in recognition of students who have attained a high functional level of proficiency in speaking, reading, writing, and listening in 2 or more languages in school or in another setting by high school graduation.*
 - Edgenuity:** *partners with schools and districts to provide K-12 online and blended learning solutions that propel student success and empower every teacher to deliver more effective instruction.*
- 12. Superintendent Sean Gallagher's Report: Strategic Plan Update (draft)**
- 13. Sub-Committee Reports (if needed):** Joint Ed; Finance; Policy; Superintendent's Evaluation

Continued next page --

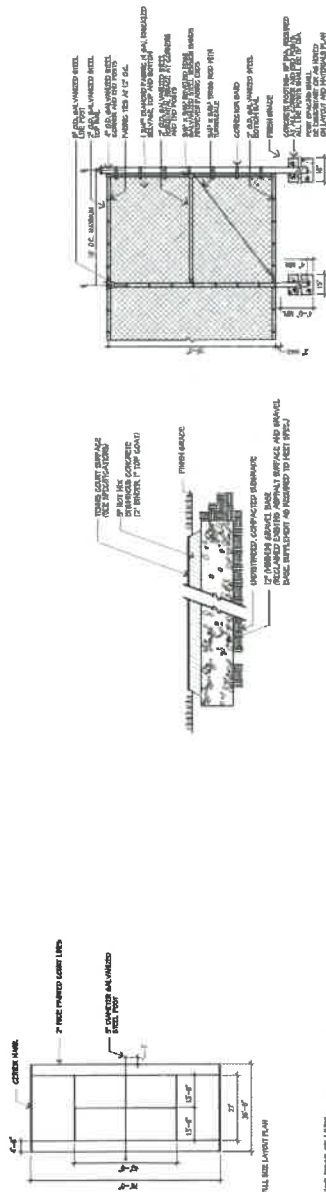


Project:
Nock Molin
Middle School
Newburyport, Massachusetts

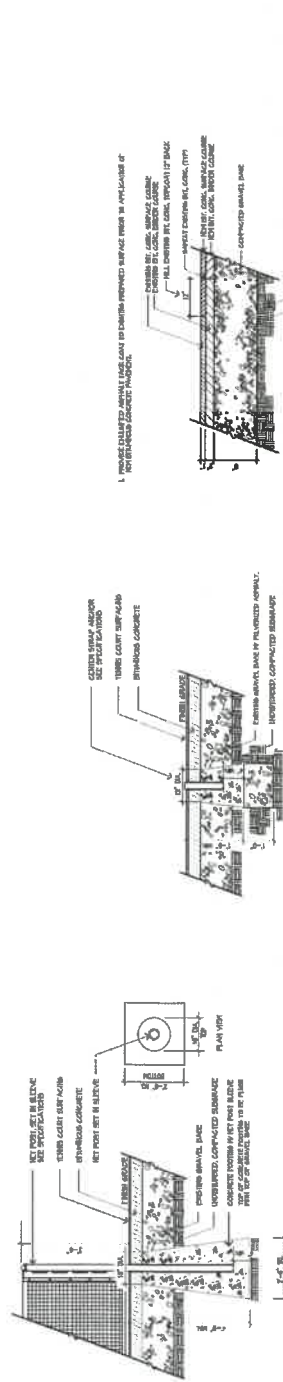
Drawing Title:
**Tennis Court
Reconstruction Plan**

[illegible]

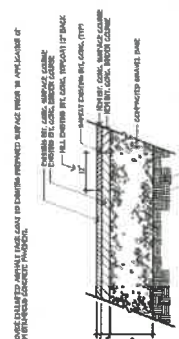
1 TENNIS COURT LAYOUT
SCALE 1"=30'



2 TENNIS COURT LAYOUT
SCALE: 1"=20'



5 TENNIS NET POST FOOTING
SOME NTS



7 ASPHALT KEY TO MATCH EXISTING
SCENE NTS

Finance Subcommittee

(Preliminary) MEETING MINUTES

Attendees: Supt. Of Schools Sean Gallagher, Administrative Executive Asst. to the Supt. for Finance/Human Resources Nancy Lysik, School Committee Vice Chair Brian Callahan, School Committee Members Bruce Menin and Steven Cole (Subcommittee Chair)

Excused: Mayor Donna Holaday

Meeting Called to Order at 8:30 am

Old Business/Previous Action Items: All business was dispensed with at the last meeting on Nov. 17, 2020

New Business:

- I. Current Status of Fundraising – Report only - Nancy Lysik presented, and the subcommittee reviewed a detailed grid of approved fundraising activities for 2020-2021. Anticipated revenues for the five activities ranged from \$200 - \$6,000.
- II. Food Service Financial Loss Update – balance sheet of the School Lunch Account was presented. <\$54,858> (loss) is better than expected. Food service loss was discussed. School administration has asked the City of Newburyport to reimburse over \$9,000 in COVID expenses to the Food Service / School Lunch Account. Decreased participation due to the pandemic has caused fewer reimbursed meals from the federal government and exacerbated by restricting participation due to remote learning only.
- III. Transfers – Transfers in the amount of \$58,357 were approved. These included \$31,266 in transfers to meet increased software costs (\$23,622 from the summer program as costs proved to be higher than projected due to COVID, with additional software required). \$15,732 was transferred to the support school lunch/food service. Other transfers included \$4,403 for supplies (tech, instructional materials and general), \$4300 for conference/in service and \$2,650 for postage and publications.
- IV. 2nd Quarter Expense Report – As of 1/11/21, current spending @ 79.2%, Middle school will remain on hold while others are within the range that they should be. Salaries are difficult to project due to substitute costs and change in staff does continue (for example, 3 recent resignations).

Responsible	Action Item/Task	Due Date
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Meeting Adjourned at 9:12 am

Steven P. Cole, Recorder

CROWDFUNDING

Section G: Personnel Policies	File: GBEBD
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Employees seeking to use a crowdfunding campaign to benefit the School District must obtain the approval of the Superintendent. Crowdfunding includes the solicitation of goods, services, or money from a large number of people through any physical or electronic medium, including without limitation, through any online service or other electronic network such as GoFundMe, Kickstarter, Indiegogo, YouCaring, and DonorsChoose.

SOURCE: MASC February 2018 LEGAL REF.: M.G.L. 71:37H

Version Control

Action	Date
First Reading	5/21/18
Second Reading	6/18/18
Adopted	6/18/18
First Revised Reading	12/21/20
2nd Revised Reading	
Adopted	

PUBLIC GIFTS TO THE SCHOOLS

Section K: Community Relations

File: KCD

The Superintendent will have authority to accept gifts and offers of equipment for the schools in the name of the Committee when the gift is of educational value. In the case of gifts from industry, business, or special interest groups, no extensive advertising or promotion may be involved in any donation to the schools without school committee approval. For the purpose of this policy, “extensive” will mean something that community members can be exposed to both consistently and prominently.

Gifts that would involve changes in school plants or sites will be subject to School Committee approval.

Gifts will automatically become the property of the school system. Any gift of cash, whether or not intended by the donor for a specific purpose, will be accepted by vote of the School Committee, handled as a separate account and expended at the discretion of the Committee, as provided by law.

The Committee directs the Superintendent to assure that an appropriate expression of thanks is given to all donors.

SOURCE: MASC October 2016

LEGAL REF.: M.G.L. 71:37A

Version Control

Action	Date
First Reading	10/16/2017
Second Reading	11/6/2017
Adopted	11/6/2017
First Revised Reading	12/21/20
Second Reading	
Adopted	

STUDENT FUND-RAISING

Section J: Students

File: JJE

While the School Committee recognizes that fundraising activities have become a part of the school environment at all levels, the Committee wishes to ensure that students are not exploited by the process.

The Committee supports student involvement in the sale of tickets to scheduled athletic events, school dramatic and musical performances, and other school events where sales are required. Also, student publications which require the sale of advertising to sustain themselves and serve the student body and/or the community may involve students in such sales.

Charitable fundraising activities, especially those that are part of a community service event or program are encouraged provided such proposals are submitted to and approved by both the building Principal and the Superintendent.

Other fundraising activities that wish to involve students in the fundraising process shall be submitted to the Superintendent for approval.

For safety reasons and because the School Committee recognizes that community members receive requests for support from many worthy causes, activities such as canning and door-to-door sales are strongly discouraged.

No money collections of any kind may be held in the schools without the specific consent of the Superintendent.

References:

SOURCE: MASC

CROSS REF.: JP: Student Gifts and solicitations
KHA: Public Solicitations in Schools

Version Control

Action	Date
First Reading	6/5/2017
Second Reading	6/19/2017
Adopted	6/19/2017
First Revision Reading	12/21/2020
2nd Revision Reading	
Adoption of Revision	

Newburyport Public Schools Fundraising Permission Form

Name of Organization: _____ Date: _____

- ☐ School Related Parent Organization (*requires principal & superintendent approval*)
- ☐ School Sponsored Group / Club / Team (*requires principal & superintendent approval*)
- ☐ School Sponsored Activity involving students in fundraising projects via sales within the school (*requires principal & superintendent approval*)

Contact Person(s): _____ School: _____

Address: _____

Phone: _____ Email: _____

Proposed Fundraiser Activity & Project Description (include % to vendor and/or 3rd party):

Date(s) of Fundraising: _____ Anticipated Revenue: _____

What Will Funds Be Used For - List Specific Use: _____

Procedure Established For Handling Of Funds & Expenditures: Yes or No (circle one)

Organization Rep. Signature: _____ Date: _____

Principal or Designee Signature: _____ Date: _____

Superintendent or Designee Signature: _____ Date: _____

NPS FUNDRAISING PROJECT FORM

CHECKLIST

- ☐ Submit permission form by due date (no later than 2 weeks before the event).
- ☐ Secure approval for fundraiser.
- ☐ Submit a recap of fundraiser to Business Office no later than 5 days after fundraiser. Be sure to include how funds were handled, total amount raised and final disposition of the funds (deposited in student activity funds, purchase new uniforms, etc.) This should include what was done with any excess funds (if applicable).

Special Notes:

1. Approved fundraising activities will be listed on a district-wide fundraising calendar which will include start and end dates for each fundraiser. This calendar will be available on the school's website.
2. Approved fundraisers will identify the specific purpose for the use of the funds generated.

If you have any questions, please contact your building principal or the Business Office.
Our goal is to assist you in having a successful fundraising activity.

February 2020

Re: Joint 12/8/2020 letter to Governor Baker

Dear Mr. Koocher, Ms. Davis, Dr. Scott, Dr. Baldwin:

As elected members of the Newburyport School Committee, we are writing to express our concern with the communication you sent to Governor Baker regarding the pandemic's effects on schools. Your call for controlled logic and collegial planning turned into a divisive statement that we feel is inappropriate and counter-productive.

Newburyport Public Schools worked tirelessly with our union on reopening plans. Our local leaders were flexible, collaborative and we had a very productive summer planning to bring our students back.

Schools and school systems operate at their peak when the families, the school committee, school leadership, teachers, and the state are all working together. Instead of pointing out this need for full unity, your letter both calls out teachers' unions as being "often the primary obstacle" and the Governor for not being strong in his calling out the unions. Adding layers to the already existing amount of blame and confusion around this unprecedented school year is not helpful.

Building relationships across all of these groups takes time, sincerity, and collaboration. The membership of both MASC and MASS rely on you, as leaders, to build trust and facilitate a transparent operational discussion with sincere communication and collaboration.

In the future, please keep in mind that the majority of the state's districts strive to act collaboratively with all of our communities' stakeholder groups, which includes the teachers' unions. When you make public statements to the Governor or otherwise, please remember that you're writing on our behalf and therefore do so with collaboration instead of division in mind.

Sincerely,

The Newburyport School Committee

Student Opportunity Plan

1. Introduction

Please access guidance documents and additional resources using the links below, or email SOAplans@doe.mass.edu with any questions.

- [Short form guidance](#)
- [Long form guidance](#)
- The Commissioner's special advisory page for [Student Opportunity Plans](#)

As a reminder, we encourage districts to keep their SOA plans brief and concise; please refer to the sample plans within the above guidance documents as examples of appropriate length of responses.

This portal is designed to capture the full details of your SOA Plan (automatically showing you the short or long form, whichever is relevant to your district) and includes these input pages:

- District Information
- Commitment 1: Focusing on Student Subgroups
- Commitment 2: Using Evidence-Based Programs to Close Gaps
 - Budget Upload (long form only)
- Commitment 3: Monitoring Success with Outcome Metrics and Targets
- Commitment 4: Engaging all Families
- Certifications

After completing the form, you will be able to review your aggregated responses on the last page before submission.

Text responses allow for minimal formatting. You can copy/paste content from a Word or Google document; some formatting may be lost when you copy/paste.

You will also have the opportunity to upload a formatted version of your plan at the end if you wish to do so.

Note that this plan will be posted to the DESE website after it has been reviewed.

If you wish to save your progress entering your plan and complete it at a later time, please click on the "Save and Continue" bar at the top of your screen and enter an email address.

2. District Information

Please start typing your district. The official district name will autocomplete.

Newburyport (02040000)

Please enter your contact information:

Name

Angela Bik

Title

Assistant Superintendent

Email

Please enter your email address (note, this will be posted along with the rest of your district's plan on the DESE website).

abik@newburyport.k12.ma.us

Please re-enter your email address.

abik@newburyport.k12.ma.us

3. Commitment 1: Focusing on Student Subgroups

Which student subgroups will require focused support to ensure all students achieve at high levels in school and are successfully prepared for life?

Low income/economically disadvantaged students

Please describe the rationale for selecting these student subgroups.

Newburyport Public Schools' mission states "to ensure each student achieves intellectual and personal excellence and is equipped or life experiences through a system distinguished by students, staff, and community who: practice kindness and perseverance; celebrate each unique individual; value creativity, experiential, rigorous educational opportunities; scholarly pursuits; and life-long learning; provide the nurturing environments for emotional, social, and physical growth, understand and embrace their role of global citizens." In monitoring the data over the past five years and after conducting a root-cause analysis, it has become evident that there has been less growth in our economically disadvantaged population than other subgroups and in the aggregate. Therefore, NPS is committed to addressing the needs of this population, especially our youngest learners. Prevention of future reading difficulties is prioritized at the earliest grades.

4. Commitment 2: Using Evidence-Based Programs to Close Gaps

What evidence-based programs will your district adopt, deepen, or continue to best support the closure of the achievement gaps and opportunity gap? What resources will you allocate to these programs?

Describe each program making sure to include:

- A high-level summary of the program in FY 21 and any expected changes for the following two years.
- Which schools in the district will be impacted by the program (answer can be district wide).
- Which student subgroups will be addressed. Fill in a budget table for each program and identify how it is evidence based.

Complete information for the first program on this page. Enter how many additional programs you want to enter at the bottom of this page and additional program pages will be created.

Please provide any introductory narrative describing how you selected your program(s). This question is optional.

Evidence-based program identified by DESE for program 1

2. Research-based early literacy programs in pre-kindergarten and early elementary grades (E, F, and G)

Please describe first program

Newburyport Schools is devoted to strengthening work in early literacy with the goal to achieve 90% of students reading at grade level. Work thus far has focused on professional development for leaders and teachers on the science of reading while strengthening a data-feedback cycle on student achievement. Upon receipt of the additional funds from the City of Newburyport, the funds will be used to expand the positions of reading coach, reading interventionist, and sustain the bilingual instructional assistant/ family community liaison to better support these early literacy efforts.

Work in 2019-2020 included:

- **Data Analysis:** The district moved from using DIBELS Next to DIBELS 8th edition. This included training for all teachers. Grade level teams increased data analysis meetings to better progress monitor. The district partnered with Hill for Literacy to use a refined data meeting protocol. Teachers of the most struggling students participated in case studies with guidance from a literacy consultant.
- **Professional Development:** The district partnered with independent consultants, Dr. Stephanie Gottwald and Hill for Literacy to conduct multiple grade-level workshops on the science of reading and research-based instructional methods for literacy.
- **Coaching:** literacy consultants modeled and co-taught in classrooms to connect with PD. In addition, the district hired a part-time reading coach in 2020-2021.
- **Supervision:** The leadership team for early elementary participated in regional Northshore Literacy Leadership seminars on the science of reading and leadership for literacy.
- **Word Study:** The district conducted a curriculum review to select a new word study program based in research
- **Remote learning:** the district conducted professional development to help teachers transition to teaching literacy remote.
- **Research Partnership:** Newburyport committed to a research partnership with the University of Connecticut to analyze PD in literacy and PBIS. This partnership increases the literacy consultation the district will receive on the topics of science-based reading instruction.

During our 2020-2021 school year, the district is focusing on reaching the needs of students in a hybrid and remote setting and maintaining learning gains. The district has continued to focus on data analysis and research-based instruction. While implementation of a new word study program and launching the research with University of Connecticut have paused due to the pandemic, reading coaching for teachers has increased. The early literacy work will continue to focus on a prevention model, prioritizing specific benchmarks for students to meet at each grade level by strengthening our tiered model of supports. We plan to strengthen our Tier I by enhancing the word study resources and increasing supports and professional development in its implementation of evidence-based practices. We plan to strengthen Tiers II and III through literacy consultation, case studies, and professional development on the continuum of literacy learning needs.

By enhancing intervention capacity, we can reach more students in the Tier II level. By increasing the FTE of the literacy coach position, that individual can provide embedded professional development for elementary teachers when implementing literacy best practices. The increased FTE for literacy interventionist will allow us to expand the number of students in which we can provide Tier II literacy interventions and the bilingual IA/homeschool liaison allows us to better meet the needs of our English Learners and connect them and their families to the broader school community. Therefore, we can enhance language enrichment at home and at school.

Budget table for program 1 (fill in as many rows as needed. Enter each foundation category spending on its own line):

	FY21 budget item	Amount: enter number, do not use the \$ character	Foundation Category
1	Intervention Teacher	32,000.00	Classroom & Specialist Teachers
2	Literacy Coach	70,000.00	Classroom & Specialist Teachers
3	Bilingual IA/Family & Community Liaison	20,000.00	Classroom & Specialist Teachers
4			
5			
6			

How many additional programs would you like to add?

0

7. Commitment 3: Monitoring Success with Outcome Metrics and Targets

What metrics will your district use to monitor success in reducing disparities in achievement among subgroups? Select at least three outcome metrics from the list below and/or create your own custom district metrics. (Please note that targets will be added to this section once SY2020 data is released in the fall)

Select which, if any, of the following DESE Outcome Metrics you will use, or provide your own custom metrics. A minimum of 3 boxes must be checked in order to proceed to the next section.

Student Achievement: English language arts (ELA) achievement as measured by average scaled scores on MCAS

Student Growth: ELA mean student growth percentile (SGP)

Custom District Metric 1: DIBELS

8. Commitment 4: Engaging all Families

How will your district ensure that all families, particularly those representing student subgroups most in need of support, have access to meaningful engagement regarding their students' needs?

EL, Title I, and school-wide meetings for parents focus on literacy. To take away stigma, the schools have been fully inclusive, building relationships between staff and families. These meetings also allow community resources to be readily available. Some of these events include pop-up farmer's markets to reduce food insecurity. This year, we added remote parent open houses, conferences, and technical support. Because our teachers are coming into the homes of their students virtually this year, it has allowed for more organic relationship building with the students' families. Learning to provide remote meetings has also allowed more parents to attend who may have previously had transportation or child care conflicts in the past. In addition, the district will add outreach sessions to EL and economically disadvantaged families by providing informational sessions about Newburyport's early childhood programs. The district will also collaborate with Newburyport Youth Services to expand learning centers in the community in high need areas

9. Certifications

Stakeholder engagement certification:

By checking here, I certify that our district engaged stakeholders in accordance with the Student Opportunity Act.

Please summarize your stakeholder engagement process, including specific groups that were engaged.

Key stakeholders at the leadership level were engaged in discussions to direct the goals and narrative of this plan. This included: superintendent, assistant superintendent, elementary principals, literacy coordinator, finance and HR manager, director of pupil services and city finance manager.

Certification that the School Committee has voted (or is expected to vote) on your district's Student Opportunity Act plan.

Date of Vote (completed or expected). Please enter MM/DD/YYYY format).

01/19/2021

Outcome of Vote

Pending

You answered "Pending." Please describe your plan for gaining school committee approval.

Upon presenting our plan to School Committee on 1/19, we expect School Committee to approve based on the fact that this supports work already approved in our annual district goals.

1. If you have a formatted copy of this plan that you presented publicly (with district letterhead/logos, etc.), please attach it here.

[soap-short-form_\(2\).pdf](#)

2. If you have any other files (charts, reports, graphics, etc.) you would like to upload that you weren't able to include earlier in this survey, please do so here.

11. Thank You!

Thank you for submitting your Student Opportunity Act plan!

NEWBURYPORT PUBLIC SCHOOLS ENROLLMENTS
AS OF 1/26/2021

Bresnahan	Enrollment	School Choice
1	134	0
2	134	1
3	122	1
PK	45	0
Kind	106	0
Total	541	2

Molin	Enrollment	School Choice
4	142	0
5	145	4
Total	287	4

Nock	Enrollment	School Choice
6	158	11
7	164	0
8	169	7
Total	491	18

High	Enrollment	School Choice
9	203	0
10	212	10
11	177	12
12	206	1
SP	3	0
Total	801	23

Grand Total	2,120	47
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NOTE: Above numbers do not include students that are home schooled 2020-2021.