

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

School Committee Business Meeting

AMENDED (*)

Tuesday, February 28, 2023

6:30PM

SC Packet Checklist: SC Business Meeting Agenda February 28, 2023 (*)
SC Business Meeting Agenda Notes February 28, 2023 (*)
Reappointment Letter for Whitter Regional School Committee
School Committee Presentation:
 Capital Improvement Overview
 School Choice & Chapter 70 Aid Background
Capital Project Details sheets
DRAFT 2023-2024 School Calendar
Proposed Teaching & Learning Subcommittee (*)
Proposed Policy Revisions:
 BDE Subcommittees of the School Committee
 IB Curriculum Adoption

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting - amended
Tuesday, February 28, 2023

6:30 PM, Newburyport High School, 241 High Street, Newburyport, MA 01950

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.

Please note: 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. The meeting will be televised locally live on Comcast Channel 9 & streamed via <https://ncmhub.org/share/channel-9/>.

Business Meeting Agenda:

1. Call to Order

2. Public Comment

3. Student & Staff Recognitions

**** short recess (2-3 minutes) ****

4. *Consent Agenda (warrants) – possible Vote

5. Student Representative Report

6. *Re-appoint Newburyport School Committee Rep for Whittier Regional – possible Vote

7. *Capital Improvement Plan Overview– possible Vote

8. School Choice & Chapter 70 Aid Overview

9. 2023-2024 NPS School Calendar (draft #1) – first reading

10. Report Back Regarding Proposed Subcommittee on Teaching & Learning

11. Subcommittee Updates

a. Finance Subcommittee – Brian Callahan

b. Policy Subcommittee – Juliet Walker

Proposed Policy Revisions – first reading

BDE – Subcommittees of the School Committee

IB – Curriculum Adoption

12. Superintendent's Report

13. New Business

*Possible Vote

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 - amended**

**Tuesday, February 28, 2023
6:30PM @ Library, Newburyport High School, 241 High Street, Newburyport, MA 01950**

AGENDA NOTES

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. The meeting will be televised locally live on Comcast Channel 9 or stream via <https://ncmhub.org/share/channel-9/>.

Business Meeting Agenda

3. Student & Staff Recognitions

Congratulations to the following four students for academic excellence in Math: Tommy Rich, Maxwell Maccarone, Sophia Butler, and Rocco Riccardi. These students began taking a pilot of an online Geometry course through the district partnership with EdGenuity. They've shown consistency, hard work and responsibility to have this opportunity.

Congratulations to the following staff members: Jen Groskin will be recognized for her leadership, innovation and continued support for student achievement and the district's vision for the portrait of a graduate; and Joan Maida will be recognized for her dedication, compassion and outstanding work supporting the students of Newburyport Public Schools.

***** short recess (2-3 minutes) *****

4. *Consent Agenda (warrants) – possible Vote

5. Student Representative Report: Seniors Olivia Hansen & Avery Hochheiser will provide the report.

6. *Re-appoint Newburyport School Committee Rep for Whittier Regional – possible vote
Brett Murphy is the current School Committee member representing the Whittier Regional Vocational Technical High School District for the City of Newburyport. His term will expire on March 31, 2023. Brett is seeking to be re-appointed to serve the next 3-year term.

7. *Capital Improvement Plan Overview – possible Vote
Steve Bergholm will review the priority list for the Capital Improvement Plan that is attached for review and approval by the School Committee. (Overview is page 2 in the attached presentation; project detail sheets are also enclosed.)

8. School Choice & Chapter 70 Aid Overview
Superintendent Sean Gallagher will provide an overview regarding how School Choice works, along with Chapter 70 aid and background information. (attached presentation)

9. 2023-2024 NPS School Calendar (draft #1) – first reading
First draft of the Newburyport Public Schools 2023-2024 calendar will be reviewed (attached).

10. Report Back Regarding Proposed Teaching & Learning Subcommittee
The School Committee will review and discuss the recommendations submitted by the Policy Subcommittee after their recent review of the proposal for a Teaching & Learning Subcommittee (attached).

11. Subcommittee Updates
a. Finance Subcommittee – Brian Callahan
b. Policy Subcommittee – Juliet Walker will review the proposed revisions to policies BDE and IB (attached).

**** continued next page ****

**** Subcommittee Updates - continued ****

1. *Proposed Policy Revisions – first reading*
BDE – Subcommittees of the School Committee
IB – Curriculum Adoption

12. **Superintendent’s Report:** *Superintendent Sean Gallagher will provide an update of the FY24 Budget, 2023-2024 School Choice projections, and a Building Security update.*

13. New Business

FYI: Upcoming Dates:

- ✓ **School Committee Business Meeting:** Monday, March 6 @ 6:30PM
- ✓ **NHS School Council:** Tuesday, March 7 @ 5:00PM
- ✓ **CISL:** Tuesday, March 14 @ 6:00PM
- ✓ **Policy Subcommittee Meeting:** Wednesday, March 15 @ 6:00PM
- ✓ **Finance Subcommittee Meeting:** Thursday, March 16 @ 9:30AM
- ✓

*Possible Vote

Brett P. Murphy
2 Marsh Street
Newburyport, MA 01950

January 20, 2023

Honorable Mayor Sean Reardon
Newburyport School Committee, Chairperson
Newburyport City Hall
P.O. Box 550
Newburyport, MA 01950

Dear Mayor Reardon,

I am writing to you in regards to the letter you received from Superintendent Maureen Lynch of the Whittier Regional Vocational Technical High School. This letter is a reminder to the Newburyport School Committee that my term as a School Committee Member, representing the Whittier Regional Vocational Technical High School District for the City of Newburyport, expires on March 31, 2023.

Serving on the School Committee for the past 20 years has been a great experience and it is very important to me to be one of the two members on this committee representing the students of Whittier Regional Vocational Technical High School and the City of Newburyport. The Whittier School Committee, Administration and Faculty takes pride with providing a high level of education in both the academic and vocational curricula, which I feel honored to be a part of.

At this time I am seeking the support from the Mayor's Office, Superintendent Sean Gallagher and the members of the Newburyport School Committee to be re-appointed to serve the next 3-year term on the Whittier Regional School Committee.

I sincerely hope you will consider me for this position and I look forward to working with all of you in the future.

Respectfully,



Brett P. Murphy
Chairperson
Whittier School Committee

cc: Sean Gallagher, Newburyport Superintendent of Schools
Newburyport School Committee Members

SCHOOL COMMITTEE MEETING

February 28, 2023



Newburyport Public Schools

Capital Improvement Overview

Capital Expense	FY24	FY25	FY26	FY27	FY28
NHS Elevator Controls	\$69,370.00				
NHS Roof	\$236,475.00	\$1,576,500.00	\$228,368.00	\$1,522,540.00	
Nock-Molin Gym & Auditorium Roof		\$177,443.00	\$1,182,950.00		
Pickup Truck with Utility Body	\$67,390.00				
NHS Security Upgrades	\$66,393.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
NHS Science Area Space Use Study	\$41,400.00	TBD	TBD	TBD	TBD
Nock-Molin and NHS Control Upgrade	\$160,000.00				
Engineering Services	\$50,000.00	TBD	TBD	TBD	TBD
NHS Library Carpet Replacement	\$31,875.00				
Nock-Molin Playground Repaving	\$78,500.00				
Nock-Molin Kitchen Equipment Replacement	\$15,000.00	\$15,000.00			
NHS Energy Reduction Projects	\$100,000.00		\$100,000.00		\$100,000.00
NHS Integrated Arts Space Use Study	\$38,500.00	TBD	TBD	TBD	TBD
NHS College & Career Center Study	\$9,000.00	TBD	TBD		
Nock-Molin Sidewalk Repaving			\$15,000.00	\$18,000.00	
NHS Auditorium Plaster Repairs				\$100,000.00	
TOTAL	\$963,903.00	\$1,918,943.00	\$1,676,318.00	\$1,790,540.00	\$250,000.00
FY24 Non-CIP Funding	\$376,870.00				
FY24 CIP Request	\$587,033.00				

BACKGROUND

Called Inter-District School Choice, these programs allow parents/guardians to enroll their children in communities other than the one in which they reside.

Established by Massachusetts G.L. c. 76, § 12B (established in 1991, amended in 1993)

Districts who open choice seats are called **receiving districts**

Districts who have students “choicing” into another district are called **sending districts**

RECEIVING DISTRICT PROCESS

District Reports Enrollment Information

- Capacity (how many students can be served)
- Projected Resident Enrollment
- Current Choice enrollment
- Number of seats available to non-residents

District Identifies Available Seats

- Superintendent recommends seat availability
- School Committee votes on open seat recommendation*

* A receiving district can withdraw from school choice only if a school committee holds a public hearing on this issue and then votes to withdraw from the school choice program prior to June 1st

District Enrolls Students

- School Choice openings are publicized
- Applications are accepted
- Slots are filled before July 1st using a lottery
- Parent/Guardians are notified
- Sending district is notified
- Student is enrolled

MOST DISTRICTS SEND STUDENTS, MANY LOCAL DISTRICTS RECEIVE STUDENTS

FY21 Massachusetts

Local Receiving Districts

Amesbury
Beverly
Georgetown
Gloucester

Hamilton-Wenham
Ipswich
Manchester-Essex
Masco

Peabody
Rockport
Salem
Triton

313
Sending
Districts

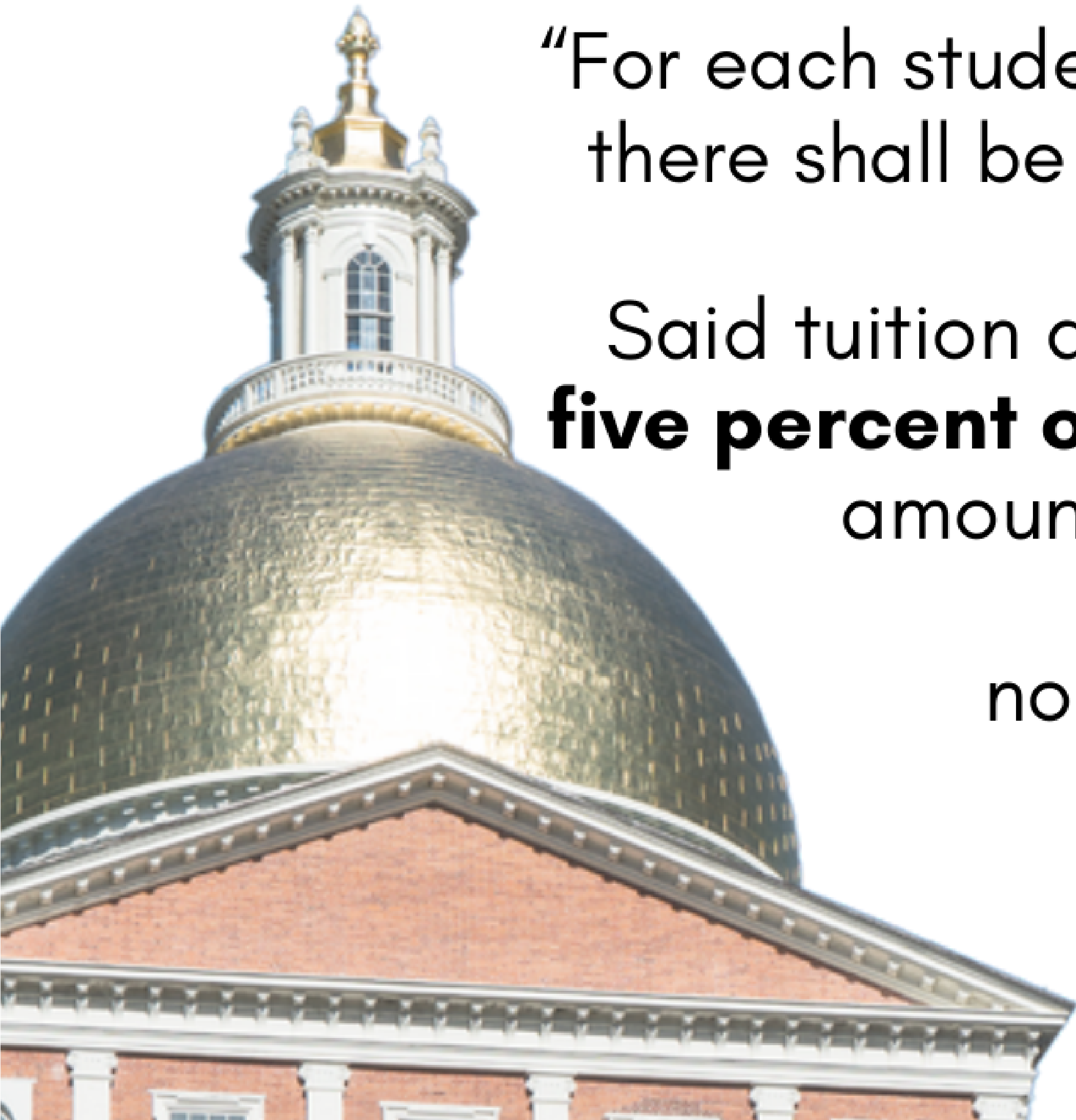
Receiving
Districts
188

TUITION RATE IS ESTABLISHED BY LAW

“For each student enrolling in a receiving district, there shall be a school choice tuition amount.

Said tuition amount shall be equal to **seventy-five percent of the actual per pupil spending** amount in the receiving district for such education as is required by such non-resident student, **but not more than five thousand** dollars”

G.L. c. 76, § 12B



TUITION AND SPECIAL CLASSIFICATIONS

	Student A	Student B	Student C	Student D
Educational Classification	No Special Classifications	Low Income or English Learner	Special Education In-district Services	Special Education Out-of-District Services
Tuition	\$5,000	\$5,000	\$5,000	None
Reimbursements	None	Chapter 70 funds are adjusted to reflect these students	Reimbursement of service expenses by sending district*	Full reimbursement of tuition/transportation by sending district*

* These amounts are determined using a cost calculator similar to the one used for the circuit breaker program under G.L. c. 71B, § 5B

SCHOOL CHOICE AND STATE AID*

Districts submit reports to DESE on sending and receiving students (including calculations for special education expenses).

Using the data from the districts, the state treasurer increases the **receiving district's** local aid (school choice receiving tuition).

The state treasurer deducts school choice tuition/expenses from the **sending district's** local aid.

* DESE Advisory on Inter-District School Choice

CHAPTER 70 AID BACKGROUND*

A **Foundational Budget** is determined based on grades, programs and demographics.

A **Target Local Contribution Share** is based on the city's property taxes and relative wealth of the community (property values, income, municipal revenue growth factor)

The remainder is funded by **Chapter 70 Aid**

Chapter 70 payments are made monthly as a part of the local aid

Charter Schools also receive Chapter 70 Aid. In FY23, River Valley Charter School receives about \$2.1 million of approximately \$4.6 million in Chapter 70 Aid allocated to Newburyport

ACCOUNTING AND EXPENDITURE

DESE Advisory on Financial Administration of School Choice

Accounting

“The municipal or district treasurer should transfer the amount received for school choice tuition revenue each month into a school choice revolving account.”

Oversight

“These funds are then available for expenditure by the school committee without further appropriation.”

Expenditures

“Allowable expenditures include any expenditures for staff, materials, equipment, or services that directly enhance the quality of a district's educational programs and benefit students who currently attend a district's schools”

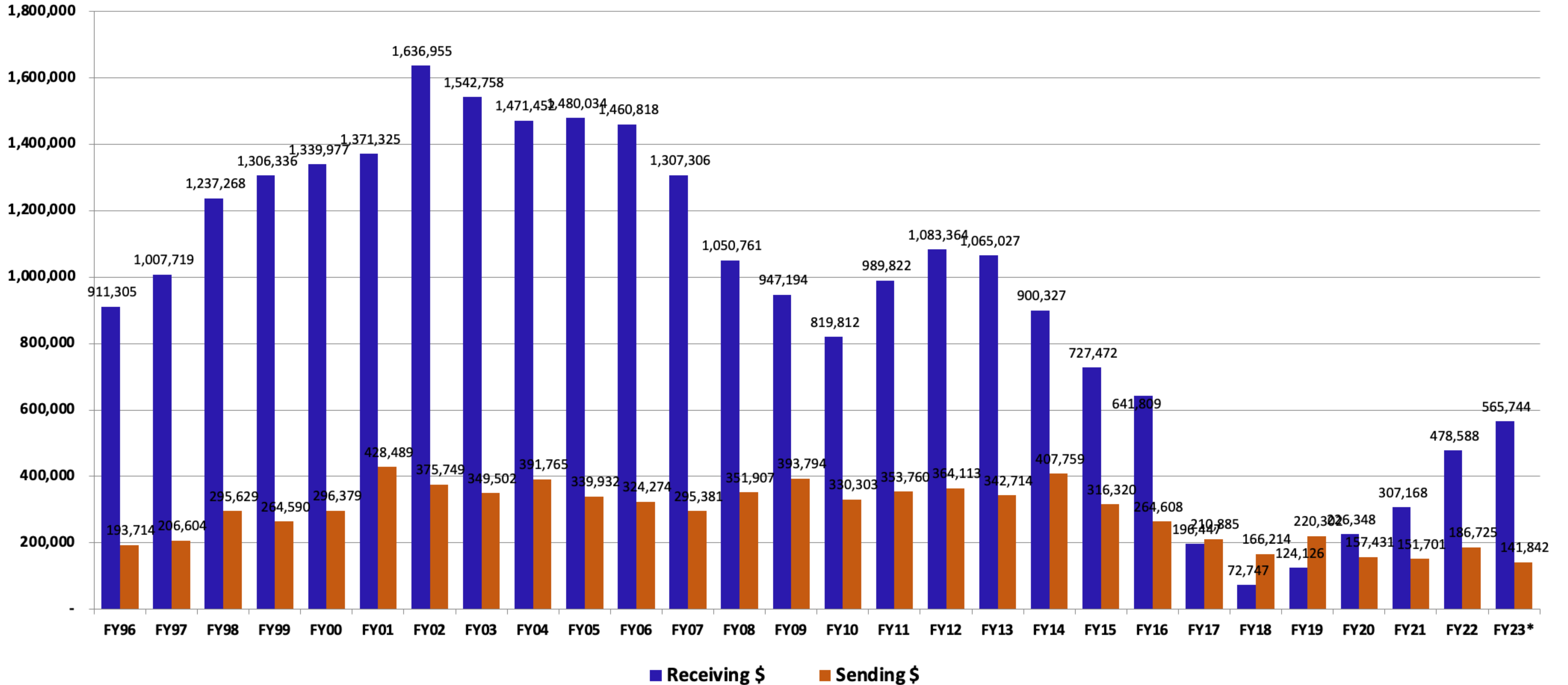
NPS SCHOOL CHOICE TRENDS

- Sending and Receiving Student Enrollment Numbers
- Sending and Receiving Funding Trends
- School Choice Revolving Account Trends

ENROLLMENT

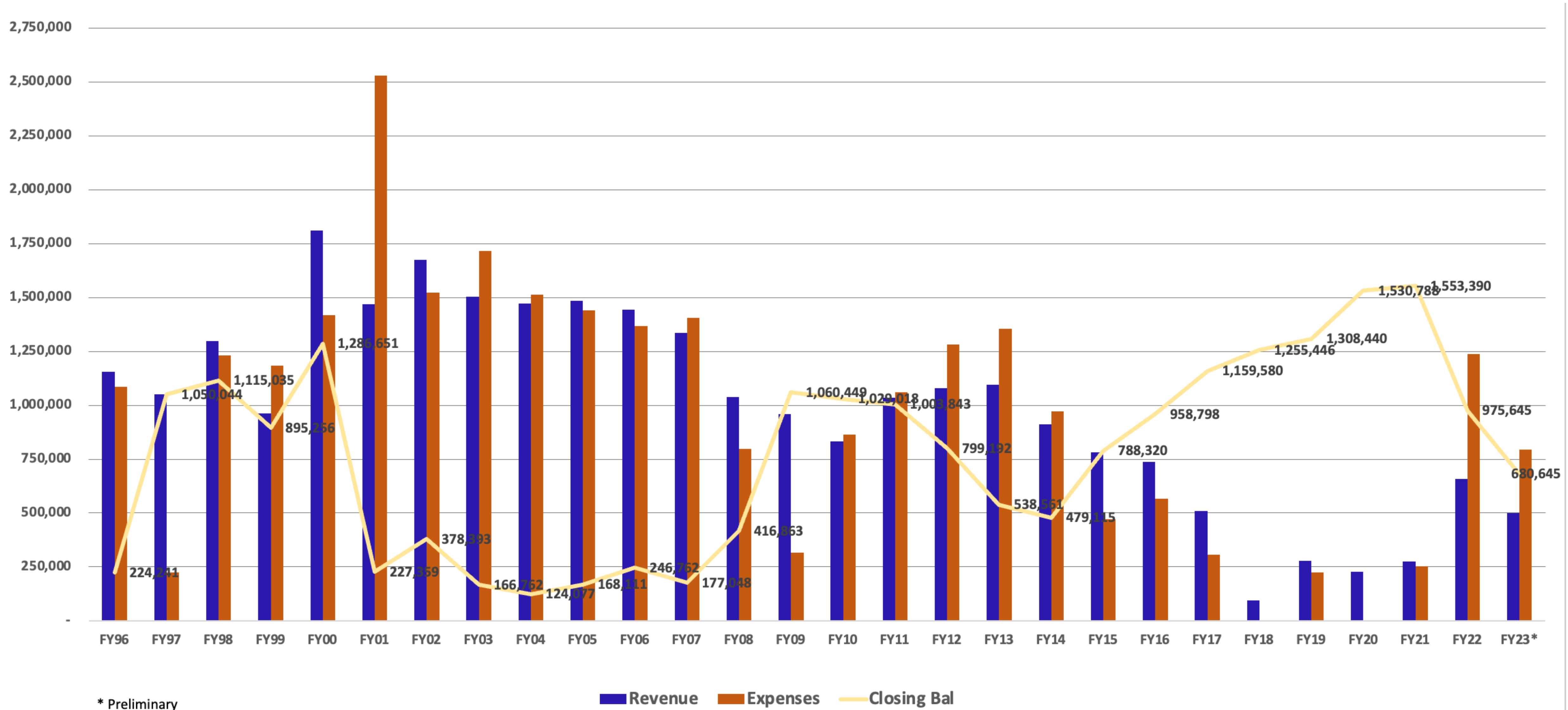
	Receiving		Sending	
FY	FTE Pupil	Tuition	FTE Pupil	Tuition
2018	8	72,747	26.9	166,214
2019	18.5	124,126	31.6	220,302
2020	34.9	226,348	24	157,431
2021	46.6	307,168	20.3	151,701
2022	66.9	478,588	26.1	186,725

FUNDING TRENDS



*Preliminary

REVENUE, EXPENSES, FUND BALANCES



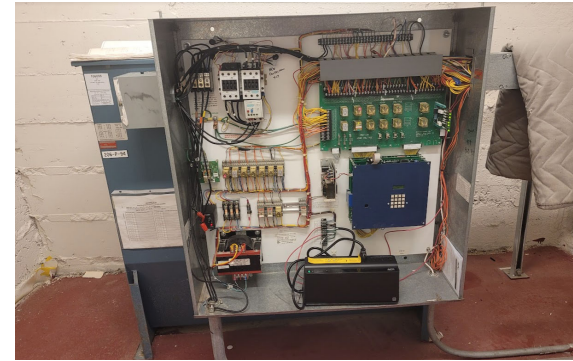
* Preliminary

CLOSING

CAPITAL PROJECT DETAIL SHEET

NHS-Elevator Controls Replacement

Department:	Schools
Category:	Infrastructure
Request Type (New/Prior Year):	New
Priority:	Urgent/Legally Required
Project Cost:	\$69,370
Estimated Useful Life:	25 years



Description and Justification:

This project would replace the elevator controls at the high school. The state recently became aware of an issue with many elevators across the state that did not operate as expected when being operated in an emergency situation by the fire department. All three elevators in the Newburyport Schools failed this inspection. The Bresnahan and Nock elevators were able to be repaired, but due to its age, the entire high school elevator controller needs to be replaced, along with some other components to meet this state mandate. This project needs to be under contract with an elevator company prior to the scheduled annual inspection in May or the state could shut down the elevator until the repair is made.

Estimated Project Costs by Fiscal Year	
FY2024	\$69,370
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$69,370

Operating Budget Impact*:	\$0
----------------------------------	------------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

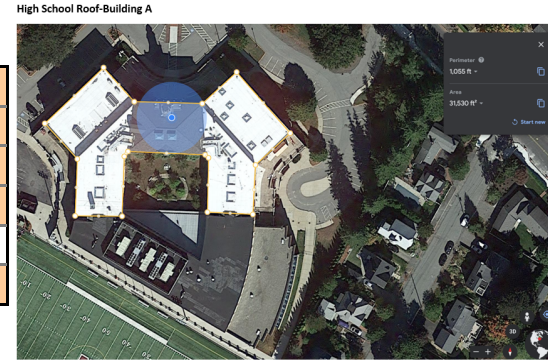
^Specify other funding source(s) in project description.

[Embree Elevator Repair Quote Directives and Communications](#)

CAPITAL PROJECT DETAIL SHEET

NHS-Roof Replacement

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$3,563,793
Estimated Useful Life:	25 Years



Description and Justification:

The roof on Building A (31,530 sq. ft.) of the high school is now over 27 years old and at the end of its life expectancy. Leaks are currently occurring in the third floor corridor, a custodial closet and the Robotics Lab. An MSBA memo detailing reasons why the Accelerated Repair Program was suspended stated that they were seeing roof replacement construction costs at \$50/square foot. That puts the replacement of the Building A roof in excess of \$1.5 million which in turn requires that the city hire an Owner’s Project Manager for this project. MSBA published cost data shows that an OPM cost on average around 4% of construction costs and engineering comes in at around 11% of construction costs. FY24 below includes OPM & engineering costs while FY25 is the construction costs.

The Building B roof (30,449 sq. ft.) is now over 21 years old and should be targeted for replacement soon as well. Those costs are shown in FY26 & FY27.

Hiring an OPM for the high school and middle school roof projects at the same time would be beneficial.

31,530 square feet x \$50/square foot = \$1,576,500 construction costs plus \$236,475 (15%) OPM & designer fees = \$1,812,975

Estimated Project Costs by Fiscal Year	
FY2024	\$236,475
FY2025	\$1,576,500
FY2026	\$228,368
FY2027	\$1,522,450
FY2028	\$0
Total Five-Year Cost	\$3,563,793

Anticipated Funding Source(s)	
X	General Fund (Debt)
	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

^Specify other funding source(s) in project description.

- [MSBA memo-see page 3](#)
- [MSBA Cost Data-designer & OPM fees](#)
- [Roof Replacement Estimates Calculations](#)

CAPITAL PROJECT DETAIL SHEET

Nock/Molin-Gym & Auditorium Roof Replacement

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$1,360,393
Estimated Useful Life:	25 Years



Description and Justification:

The gym and auditorium roofs are the only sections that have not been replaced during recent projects. These roofs are over 27 years old and at the end of their life expectancy. While an Owner’s Project Manager is not required by law on this project because the estimated construction costs are less than \$1.5 million, it makes sense to combine this project with the high school roof replacement (which does require an OPM) and use the same OPM and engineer for both. Construction cost is based on \$50/square foot (from an MSBA memo dated 10.19.22) plus a \$100,000 allowance for the removal and reinstallation of the solar panels. Owner’s Project Manager (4%) and engineering costs (11%) are estimated based on project cost data on the MSBA website. FY24 cost includes OPM & engineering fees. FY25 is construction costs.

Note: The MSBA has suspended the Accelerated Repair Program for roofs, so there is no cost share available at this time.

Estimated Project Costs by Fiscal Year	
FY2024	\$0
FY2025	\$177,443
FY2026	\$1,182,950
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$1,360,393

Anticipated Funding Source(s)	
X	General Fund (Debt)
	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

^Specify other funding source(s) in project description.

- [MSBA memo-see page 3](#)
- [MSBA Cost Data-designer & OPM fees](#)
- [Roof Replacement Estimate Calculations](#)

CAPITAL PROJECT DETAIL SHEET

Pick-Up Truck with Utility Body

Department:	Schools
Category:	Vehicles/Equipment
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$67,390
Estimated Useful Life:	13 Years



Description and Justification:

Ford F250 4x4 pickup truck with a utility body. This truck would replace an aging 2010 Ford Econoline van. The frame on the current van is rotted to the point that a ground wire had to be run from the battery back to the fuel pump to get it to operate, rather than getting the ground from the frame itself. This vehicle would be used by one of our maintenance technicians who provides maintenance services at all of our schools. It is questionable if the 2010 van will pass inspection when it comes due in September. Cost also includes ladder rack and towing package. While we are not purchasing this with a plow at this time, we want to have a truck that can have a plow added to it in the future as our 2017 plow truck ages. School Department personnel plow the lot and driveways at Bresnahan as well as perform touch ups at the other schools. Quote is based on State Contract VEH110 projected out for model year 2024.

Estimated Project Costs by Fiscal Year	
FY2024	\$67,390
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$67,390

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

[Marcotte Quote](#)
[Quote Email Explanation](#)

CAPITAL PROJECT DETAIL SHEET

NHS Security Upgrades

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	New
Priority:	Enhancement
Project Cost:	\$666,396
Estimated Useful Life:	10 Years



Description and Justification:

Phase 2 of a security upgrade project to the high school would add security cameras in areas of the building where they do not currently exist, to fill in blind spots. We have chosen to go with a system from Verkada that includes a 10-year warranty on all hardware, automatic software and firmware updates at no additional charge, remote no-charge troubleshooting and secure cloud storage to eliminate the need for a DVR. Searching through video, sharing recorded video and providing access to live video to authorities is much quicker and easier than with our current system. A ten-year user license is also included in the cost.

Phase 1 upgraded the existing high school security cameras to the Verkada System with the installation starting in February 2023. Future phases will focus on moving the access control and burglar alarm components to the Verkada platform, and then we will move on to do the same at the other schools. FY25-28 costs to be refined as scope of work is defined more clearly.

Estimated Project Costs by Fiscal Year	
FY2024	\$66,396
FY2025	\$150,000
FY2026	\$150,000
FY2027	\$150,000
FY2028	\$150,000
Total Five-Year Cost	\$666,396

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

^Specify other funding source(s) in project description.

[ENE Phase 2 Proposal](#)

CAPITAL PROJECT DETAIL SHEET

NHS Science Wing Space Use Study

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Enhancement
Project Cost:	\$41,400
Estimated Useful Life:	20 Years



Description and Justification:

Contract with an architectural firm experienced in school building usage to study the current use of the science related classrooms and labs at the high school and propose improvements via minor renovations, furniture, fixture and equipment upgrades and usage patterns/scheduling. The firm would be expected to involve staff and administration in the process, develop plans to convert outdated spaces to current needs, and provide cost estimates for the option(s) chosen. The project cost is based on a quote from Harriman Architects (\$36,000) plus a 15% contingency in case the scope of the study needs to be expanded.

Estimated Project Costs by Fiscal Year	
FY2024	\$41,400
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$41,400

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

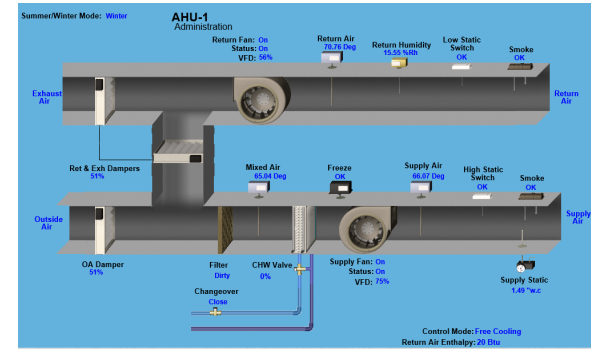
^Specify other funding source(s) in project description.

[Harriman Space Use Quote](#)

CAPITAL PROJECT DETAIL SHEET

Nock/Molin & NHS-Control System Upgrades

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$160,000
Estimated Useful Life:	10 Years



Description and Justification:

This project would modernize the building automation systems that control the HVAC systems in the High School and Nock-Molin building. The upgrade would replace the antiquated PC at each school that is currently used to access the system, with a server that would allow us to access the system from any device anywhere. The upgrade will make the system current with today's internet technology, utilizing HTML-5 for higher internet security and eliminating the need for JAVA. Most importantly the upgrade will also coincide with the phase out of software support for the Web-Link software engine currently supporting each of the building automation systems. The new DDC front-end will eliminate the need for 3rd party software for future BacNet integration of new or replacement mechanical/HVAC equipment. Grant funded and out to bid late winter 2023.

Estimated Project Costs by Fiscal Year	
FY2024	\$160,000
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$160,000

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
X	Other^

^Specify other funding source(s) in project description.

[NHS BAS Quote](#)
[Nock BAS Quote](#)

CAPITAL PROJECT DETAIL SHEET

Engineering Services

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$50,000
Estimated Useful Life:	30 Years



Description and Justification:

Hire an engineering firm to perform an existing condition report and develop plans, schedules and cost estimates for a variety of issues at the high school including water infiltration, masonry issues, the perimeter stone wall and our aging mechanical equipment. At 22 years old, the chillers as well as all other HVAC equipment, are nearing the end of their service life. Numerous water infiltration issues, including in the main electrical room, require the services of a forensic engineering firm to solve, masonry deterioration continues in several areas, and stones continue to fall out of the perimeter stone wall necessitating the plan of a structural engineer to evaluate and prioritize repairs.

Finding the right firm and signing them to a “House Doctor” contract would allow us to utilize them as a consultant across the district to help us solve a wide range of problems, current and future, as funds become available.

Estimated Project Costs by Fiscal Year	
FY2024	\$50,000
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$50,000

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

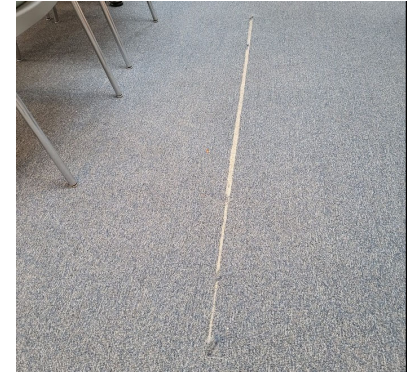
^Specify other funding source(s) in project description.

[HVAC Life Expectancy Chart](#)

CAPITAL PROJECT DETAIL SHEET

NHS-Library Carpet Replacement

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$31,875
Estimated Useful Life:	20 Years



Description and Justification:

Replacement of current rolled carpet with carpet squares. Current carpet is torn, worn and stained in a number of areas. Carpet squares do not have long seams to rip and can be replaced individually if they become damaged or stained.

Estimated Project Costs by Fiscal Year	
FY2024	\$31,875
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$31,875

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

[Hastings Quote](#)

CAPITAL PROJECT DETAIL SHEET

Nock/Molin-Playground Repaving

Department:	Schools
Category:	Parks, Grounds & Open Space
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$78,500
Estimated Useful Life:	25 Years



Description and Justification:

Repave playground at the west-end of the Nock Middle School. The age of the existing pavement is unknown but it is in very poor condition with severe cracking that allows grass and other weeds to grow throughout the playground. This creates a tripping hazard and is generally unsightly. This project would pave from the sidewalk at Toppan's Lane to the building. Total of area to pave equals approximately 26,150 square feet. The cost is based on a quote from a paving contractor plus 15% for escalation and contingency to mill and overlay. This includes milling to a depth of 1.5" and installing a 1.5" topcoat.

Estimated Project Costs by Fiscal Year	
FY2024	\$78,500
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$78,500

Operating Budget Impact*:	\$0
----------------------------------	-----

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

[US Pavement Quote](#)
[Plan of Work Area](#)

CAPITAL PROJECT DETAIL SHEET

Nock/Molin-Kitchen Equipment Replacement

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$30,000
Estimated Useful Life:	20 Years



Description and Justification:

Some of the equipment in the Nock Middle School kitchen is original to the construction in the 1970s and is well past its useful life, including the serving line, refrigeration and some of the cooking equipment. Additionally, some of the kitchen equipment at the high school is reaching the end of its useful life and is beginning to cost more to maintain and repair than it is worth, particularly the ovens and reach-in refrigeration equipment. This project would begin a program to replace equipment based on the needs of the Kitchen Managers and recommendations of the maintenance department. When funding becomes available, a prioritized list of equipment will be sent to multiple vendors for price quotes. Based on those quotes and available funding, orders will be placed with the vendor or vendors offering the best value.

*The Food Services Manager applies for a grant each year that has helped replace some equipment over the past two years.

Estimated Project Costs by Fiscal Year	
FY2024	\$15,000
FY2025	\$15,000
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$30,000

Operating Budget Impact*:	\$0
----------------------------------	------------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
X	State/Federal Grant
	CPA Grant
X	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

SC011

CAPITAL PROJECT DETAIL SHEET

NHS-Energy Reduction Projects

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$300,000
Estimated Useful Life:	20 Years



Description and Justification:

This project includes:

- Phase 4 of a project to convert all remaining lighting in the school to LED
- Funded through Green Community grant, utility rebates and on-bill repayment program
- Focused on 2nd & 3rd floor of Building B

Estimated Project Costs by Fiscal Year	
FY2024	\$100,000
FY2025	\$0
FY2026	\$100,000
FY2027	\$0
FY2028	\$100,000
Total Five-Year Cost	\$300,000

Operating Budget Impact*:	\$10,000
----------------------------------	----------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
X	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
X	Other^

^Specify other funding source(s) in project description.

[Lighting Project Timeline Key Plan](#)

CAPITAL PROJECT DETAIL SHEET

NHS-Art/Music Area Feasibility Study

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$38,500
Estimated Useful Life:	20 Years



Description and Justification:

The purpose of this project is to take a look at the current spaces being used for various art and music classes at the high school to determine the best way to create open and professional spaces that encourage cross-disciplinary use and instruction, provide for storage needs and support curricular needs (i.e. video recording space) These funds would be used to hire a design firm to conduct a feasibility study and produce cost estimates for renovations to meet these goals.

This study is ongoing, funded by a grant from the Newburyport Educational Foundation and the schools' operating budget.

Estimated Project Costs by Fiscal Year	
FY2024	\$38,500
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$38,500

Operating Budget Impact*:	\$0
----------------------------------	------------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
X	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

CAPITAL PROJECT DETAIL SHEET

NHS-College & Career Center Feasibility Study

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Enhancement
Project Cost:	\$9,000
Estimated Useful Life:	20 Years



Description and Justification:

The former Distance Learning Lab at the high school is now being used as the College and Career Center. The small lecture hall set-up of this space is not conducive to the long-term success of this program. This project aims to hire a design firm to conduct a feasibility study and produce concept plans and cost estimates to renovate and possibly expand the area currently used by this program into the adjacent space which is currently occupied by the Technology Department.

This study is ongoing, funded through the schools' operating budget.

Estimated Project Costs by Fiscal Year	
FY2024	\$9,000
FY2025	\$0
FY2026	\$0
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$9,000

Operating Budget Impact*:	\$0
----------------------------------	------------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

CAPITAL PROJECT DETAIL SHEET

Nock/Molin-Walkway & Sidewalk Repairs/Repaving

Department:	Schools
Category:	Parks, Grounds & Open Space
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$35,000
Estimated Useful Life:	15 Years



Description and Justification:

This project continues our efforts to systematically repave the walkways on the Nock-Molin property. The next walkway on the list would be the sidewalk coming from Johnson Street onto the school property, followed by the final section of the fire road around the back of the school.

Estimated Project Costs by Fiscal Year	
FY2024	\$0
FY2025	\$0
FY2026	\$15,000
FY2027	\$20,000
FY2028	\$0
Total Five-Year Cost	\$35,000

Operating Budget Impact*:	\$0
----------------------------------	------------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

CAPITAL PROJECT DETAIL SHEET

NHS-Auditorium Plaster Repairs

Department:	Schools
Category:	Facilities Renovation/Repair
Request Type (New/Prior Year):	Prior Year
Priority:	Maintain Service
Project Cost:	\$100,000
Estimated Useful Life:	30 Years



Description and Justification:

Plaster throughout the auditorium has sustained damage from a number of sources including roof and window leaks. The window leaks have been repaired, but this project should be staged after the roof issues have been addressed. Damage to the plaster has occurred on the ceiling and walls in both the main section of the auditorium and the lobby area.

This project will be moved up the priority list after the roof over this section of the building is replaced.

Estimated Project Costs by Fiscal Year	
FY2024	\$0
FY2025	\$0
FY2026	\$100,000
FY2027	\$0
FY2028	\$0
Total Five-Year Cost	\$100,000

Operating Budget Impact*:	\$0
----------------------------------	------------

*Increase = Additional Cost, Decrease = Savings

Anticipated Funding Source(s)	
	General Fund (Debt)
X	General Fund (Pay As You Go)
	Enterprise Fund (Debt)
	Enterprise Fund (Pay As You Go)
	State/Federal Grant
	CPA Grant
X	Trust Fund/Local Grant
	Other^

^Specify other funding source(s) in project description.

NEWBURYPORT PUBLIC SCHOOLS

School Calendar

2023-2024



August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	H	T	SD	FDS	8	9
13	14	15	16	17	18	19	10	Pk-K	12	13	14	ER	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
					(0)							(17)	

October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					ER	7			1	2	3	4						1	2	
1	2	3	4	5	ER	7	5	6	ER	8	9	H	11	3	4	5	6	7	ER	9
8	H	10	11	12	13	14	12	13	14	15	16	17	18	10	11	12	13	14	15	16
15	16	17	18	19	20	21	19	20	21	ER	H	H	25	17	18	19	20	21	ER	23
22	23	24	25	26	27	28	26	27	28	29	30	(19)	24	H	H	V	V	H	30	
29	30	31			(21)								31					(16)		

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						6					1	2	3						1	2
7	H	2	3	4	5	6	4	5	6	7	8	ER	10	3	4	5	6	7	8	9
14	H	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	H	V	V	V	V	24	17	18	19	20	21	22	23
28	29	30	31			(20)	25	26	27	28	29	(16)	24	25	26	27	28	ER	30	
													31					(21)		

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						6				1	2	3	4						1	
7	8	9	10	11	ER	13	5	6	7	8	9	ER	11	②	3	4	5	6	ER	8
14	H	V	V	V	V	20	12	13	14	15	16	17	18	9	10	11	Pk-K	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	PLD	[18]	H	[20]	[21]	22
28	29	30				(17)	26	H	28	29	30	31		23	[24]	[25]	26	27	28	29
													30					(11)		

T = Teachers First Day **FDS** = First Day for Students
ER = Early Release **LS** = Late Start
H = Holiday **V** = Vacation
SD = Staff Development Day **PLD** = Projected Last Day

Monday, Sept. 4 - Labor Day Holiday Observed
Tue., Sept. 5 First Day of School for Teachers
Wed., Sept. 6 Staff Development Day (no students)
Thur., Sept. 7 First Day Of School for GRADES 1-12
Monday, Sept. 11 First Day of School for Grades PK-K
Oct. 9 NO SCHOOL - Columbus Day Observed
Nov. 10 NO SCHOOL - Veteran's Day Observed
Nov. 23 & 24 NO SCHOOL - Thanksgiving Break
December 25 thru January 1 NO SCHOOL - Holiday Break
January 2 SCHOOL RESUMES
Jan. 12- NO SCHOOL for Students - Staff Development Day
January 15 NO SCHOOL - MLK, Jr. Holiday Observed
February 19 thru 23 NO SCHOOL - Winter Break
March 29 1/2 day for AFSCME Union (GOOD FRIDAY)
April 15 thru 19 NO SCHOOL - Spring Break
May 27 NO SCHOOL - Memorial Day Observed
June 2 Graduation Day - Class of 2024
June 12 Projected Last Day for Preschool & Kindergarten
June 17 Projected Last Day (Grades 1-12) - Early Release Day
June 18, 20, 21, 24, and 25 Snow Make-up Days - [if needed]
June 19 NO SCHOOL - Juneteenth Observed

ER - Early Release Days (for staff development)
 September 15, October 6, November 7, December 8,
 February 9, March 29, April 12, May 10, and June 7

ER - OTHER EARLY RELEASE DAYS (staff & students)
 Wednesday, November 22 Thanksgiving Break
 Friday, December 22 Holiday Break

G = Graduation Day - Class of 2024 on Sunday, June 2 11AM
 (180 days)

The Newburyport School Committee has a standing subcommittee entitled: Curriculum, Instruction, and Expectations” (Policy BDE).

Proposed Change: Teaching & Learning Subcommittee

Review of Relevant Policy Language between Newburyport & MASC (differences highlighted)

Newburyport Current Policy Language	MASC Model Policy Language
<p>IB- Curriculum Adoption</p> <p>The School Committee will rely on its professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school system.</p> <p>The Superintendent or designee will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. The Sub Committee on Curriculum, Instruction and Evaluation shall be responsible for reviewing the implementation of new curricula and establishing goals and assessments for each new program.</p> <p>Proposed Change: The Subcommittee on Teaching & Learning shall be responsible for reviewing the selection, implementation, and assessed outcomes of curricula.</p> <p>The School Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the</p>	<p>The School Committee will rely on the professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school district.</p> <p>The Superintendent will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. The Committee itself will consider, and officially adopt, new programs and courses when they constitute an extensive alteration in instructional content or approach.</p> <p>The Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.</p>

<p>curriculum for official purposes.</p>	
<p>Instructional Materials</p> <p>The School Committee believes that materials appropriate to the needs of the school program must be available to each student and teacher. These will be furnished by the School District subject to budgetary constraints.</p> <p>The task of selecting instructional materials for programs will be delegated to the professional staff of the school system. The district reviews all educational materials for simplistic and demeaning generalizations, lacking intellectual merit, on the basis of race, color, sex, gender identity, religion, national origin and sexual orientation to avoid bias and stereotyping. Appropriate activities, discussions and/or supplementary materials may be used to provide balance and context for any such stereotypes depicted.</p>	<p>The task of selecting instructional materials for programs will be delegated to the professional staff of the school district. Because instructional programs and materials are of great importance, only those that meet the following criteria will be approved by the Committee:</p> <ol style="list-style-type: none">1. They must present balanced views of international, national, and local issues and problems of the past, present and future.2. They must provide materials that stimulate growth in factual knowledge, literary appreciation, aesthetic and ethical values.3. They must help students develop abilities in critical reading and thinking.4. They must help develop and foster an appreciation of cultural diversity and development in the United States and throughout the world.5. They must provide for all students an effective basic education that does not discriminate on the basis of race, age, color, religion, national origin, sex, gender identity, physical disabilities or sexual orientation.6. They must allow sufficient flexibility for meeting the special needs of individual students and groups of students.

Evaluation of Instructional Programs

The School Committee considers comprehensive and objective evaluation of the effectiveness of the curriculum to be of primary importance. The Superintendent will provide for the translation of the stated instructional goals into objectives and for appraisal of their implementation in order to:

1. Determine educational needs and provide information for planning.
2. Indicate instructional strengths and weaknesses.
3. Check for bias and stereotyping.
4. Show the relationship between achievement and the system's stated goals.
5. Provide data for public information.

Elements of this evaluation process may include:

1. Testing programs such as nationally standardized general achievement tests, nationally standardized tests in specific subject areas, and tests administered by other agencies.
2. Study of school achievement records.
3. Study of students' high school and drop-out records.
4. Use of outside services, participation in regional research studies, contracted evaluation services; evaluation services at cost to the school system must

The School Committee considers comprehensive and objective evaluation of the effectiveness of the curriculum to be of primary importance. The Superintendent will provide for the translation of the stated instructional goals into objectives and for appraisal of their implementation in order to:

1. Determine educational needs and provide information for planning.
2. Indicate instructional strengths and weaknesses.
3. Check on the suitability of programs in terms of community requirements.
4. Show the relationship between achievement and the district's stated goals.
5. Provide data for public information.

Elements of this evaluation process may include:

1. Testing programs such as nationally standardized general achievement tests, nationally standardized tests in specific subject areas, and tests administered by other agencies.
2. Study of school achievement records.
3. Study of students' high school and drop-out records.
4. Use of outside services, participation in regional research studies, contracted evaluation services; evaluation services at cost to the school district must be approved in advance by the School Committee.
5. Teacher and parent/guardian evaluation of student behavior.

<p>be approved in advance by the School Committee.</p> <ol style="list-style-type: none"> 5. Teacher and parent/guardian evaluation of student behavior. 6. State Dept. of Elementary and Secondary Education specialists and services. 7. Evaluation by the regional accrediting association. 8. Evaluation by other agencies. <p>An evaluation of the curriculum and its effectiveness will be made periodically and reported to the School Committee by the Superintendent.</p>	<ol style="list-style-type: none"> 6. State Dept. of Elementary and Secondary Education specialists and services. 7. Evaluation by the regional accrediting association. 8. Evaluation by other agencies. <p>An evaluation of the curriculum and its effectiveness will be made periodically and reported to the Committee by the Superintendent.</p>
<p>Reconsideration of Instructional Resources</p> <p>Material that is challenged usually belongs to one of the three basic categories: religion, ideology, or profanity/obscenity. Board policies regarding these areas shall be as follows:</p> <p>Religion -- Factual, unbiased material on religions has a place in school libraries.</p> <p>Ideologies -- Libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material, on the level of their students on various ideologies or philosophies which exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics,</p>	<p>Material that is challenged usually belongs to one of the three basic categories: religion, ideology, or profanity/obscenity. Board policies regarding these areas shall be as follows:</p> <p>Religion -- Factual, unbiased material on religions has a place in school libraries.</p> <p>Ideologies -- Libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material, on the level of their students on various ideologies or philosophies which exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics, education and other phases of life.</p> <p>Profanity/obscenity -- Materials shall be subjected to a test of literary merit and reality in context using the criteria established.</p> <p>When a problem concerning instructional resources in a school arises, the disposition of the problem will be made in a reasonable period of time using District adopted</p>

education and other phases of life.

Profanity/obscenity -- Materials shall be subjected to a test of literary merit and reality in context using the criteria established.

When a problem concerning instructional resources in a school arises, the disposition of the problem will be made in a reasonable period of time using District adopted procedures.

In accordance with the statement of philosophy, no questioned materials shall be removed from the school pending a final decision. Pending the outcome of the request for reconsideration, however, access to questioned materials can be denied to the students of the parents making the complaint, if they so desire.

These challenges of materials will be reviewed by a committee convened by the Superintendent, and the findings will be communicated. If within three years a substantially different point of view is advanced, it will be investigated.

If an individual or a group undertakes action to keep material from the shelves by checking it out and failing to return it, or by taking turns in keeping it checked out so that it is not available for student use, the Superintendent shall request, in writing, the return of the material. If it is not returned within thirty (30) days, a bill for the current replacement cost of the item shall be rendered to the party holding the item.

procedures.

In accordance with the statement of philosophy, no questioned materials shall be removed from the school pending a final decision. Pending the outcome of the request for reconsideration, however, access to questioned materials can be denied to the students of the parents/guardians making the complaint, if they so desire.

If the decision of the School Committee is that the questioned instructional resource be retained, the District will not convene a Review Committee relative to the same complaint for a period of three years. If a substantially different point of view is advanced, it will be investigated. (The period of three years does not apply in this instance).

If an individual or a group undertakes action to keep material from the shelves by checking it out and failing to return it, or by taking turns in keeping it checked out so that it is not available for student use, the Superintendent shall request, in writing, the return of the material. If it is not returned within thirty (30) days, a bill for the current replacement cost of the item shall be rendered to the party holding the item.

After the School Committee has adopted new materials or approved certain methods, that decision will not be reconsidered for a period of three years beginning with the end of the school year when the adoption is made.

After the District has adopted new materials or approved certain methods, that decision will not be reconsidered for a period of three years beginning with the end of the school year when the adoption is made.	
---	--

Teaching & Learning Subcommittee

Function and Goals

The Teaching & Learning Subcommittee serves as a conduit between the School Committee, District, and Community and ensures that the teaching and learning of students is the schools' utmost priority. The subcommittee will:

- Review the process and outcomes of the district's curriculum review cycles, including evaluation of the implementation and effectiveness of curricular programs (instruction and assessment)
- Review the priority initiatives and products of the departments related to Teaching & Learning
- Review district assessment data
- Recommend spotlight presentations to share academic progress and successes
- Advocate for specific policy and budgetary needs that support curriculum, instruction, and accountability

Structure

The Teaching & Learning Subcommittee will meet every other month throughout the school year, with additional meetings only as necessary. The meeting calendar and agenda will be created by the Chair of the Subcommittee in consultation with the Superintendent, or designee. Members of the Teaching & Learning Subcommittee may attend CISL meetings or invite members of CISL to present to the subcommittee. If a topic of a CISL¹ presentation is of interest to subcommittee members, they should attend the CISL meeting and not request a separate presentation to the subcommittee, unless the content is substantively different or more detailed.

SY22-23 Proposed Meetings (day/time TBD):

- February
- Apr
- June

¹ CISL will remain an ad-hoc committee of the Superintendent

SY23-24 Proposed Meetings

- September
- November
- January
- March
- May

To: School Committee
From: Juliet Walker, Chair of the Policy Subcommittee
Date: February 22, 2023
Re: Report Back Regarding Proposed Subcommittee on Teaching and Learning

At the request of Vice Chair Hall, the Policy Subcommittee has reviewed and discussed the proposal submitted by School Committee Member Higgins regarding the formation of a Teaching and Learning Subcommittee and related policy revisions. After meeting with Member Higgins on February 13th as part of the Policy Subcommittee's regular monthly meeting, we offer the following recommendations for consideration.

1) **Vote to establish a new subcommittee**

According to School Committee policy BDE, a new subcommittee will be established by action (vote) of the School Committee. Each subcommittee will be provided with a charge and a list of functions and duties and, once the subcommittee's charge is complete, will be dissolved.

Policy Subcommittee recommendation:

The subcommittee members recommend that the School Committee's vote to establish a new subcommittee should include the Function and Goals outlined below. In addition, the members recommend limiting the subcommittee's initial duration until September 2023, at which time the School Committee could consider extending the subcommittee in one-year increments, to be voted each September. The Policy Subcommittee further recommends eliminating the "Curriculum, Instruction and Expectations" subcommittee as a standing subcommittee of the School Committee (see related policy revisions).

2) **Subcommittee charge**

Should the School Committee vote to establish a new subcommittee consistent with the purpose previously discussed, the Policy Subcommittee recommends the following revisions to the Subcommittee's Function and Goals as originally proposed by Member Higgins. These were developed collaboratively with Member Higgins who supports these revisions. Original proposed language shown in *italics*, recommended deletions shown as ~~strikethrough~~, recommended insertions shown in **bold**.

Function and Goals

*The ~~Teaching Instruction~~ & Learning Subcommittee serves as a conduit between the School Committee, District, and community and ensures that the **instruction teaching and learning** of students is the schools' utmost priority. The subcommittee will:*

- *Review ~~the process and outcomes of the district's curriculum review cycles, including evaluation of the implementation and effectiveness of curricular programs (instruction and assessment)~~*
- *Review ~~the priority initiatives and products of the departments related to~~ **instruction and Teaching & learning***
- *Review district assessment data*

- *Recommend to Superintendent spotlight presentations to share academic progress and successes*
- ~~*Advocate for specific policy and budgetary needs that support curriculum, instruction, and accountability*~~

3) Policy Revisions

Should the School Committee vote to establish a new subcommittee consistent with the charge described above, the Policy Subcommittee recommends the following policy revisions be adopted at the same time.

Proposed Revision to Policy BDE (Subcommittees of the School Committee)

Delete the *Curriculum, Instruction and Expectations* as a standing subcommittee of the School Committee.

Proposed Revision to Policy IB (Curriculum Adoption)

Revise existing policy text as follows (existing text shown in *italics*, revisions shown as strikethrough).

The School Committee will rely on its professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school system.

The Superintendent or designee will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. ~~The Sub-Committee on Curriculum, Instruction and Evaluation shall be responsible for reviewing the implementation of new curricula and establishing goals and assessments for each new program.~~

The School Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.

SUBCOMMITTEES of the SCHOOL COMMITTEE

Section B: School Committee Governance and Operations

File: BDE

The Committee may establish subcommittees whenever it deems advisable. The members of such subcommittees shall be designated by the Chairperson. The subcommittees will be established by action of the School Committee.

1. The School Committee Chair will appoint the subcommittee chair and its members. Members may include School Committee members and other residents. Staff members and students may also be appointed as appropriate.
2. Each subcommittee will be provided with a charge and a list of functions and duties.
3. The subcommittee may make recommendations for School Committee action, but may not act for the School Committee. In all its decision making the school Committee acts as a whole, and subcommittees are designed to assist the School Committee in its work and deliberations.
4. The School Committee Chair and the Superintendent will be ex-officio members of all subcommittees.
5. The School Committee, upon the completion of the subcommittee's assignment will dissolve a subcommittee, or a subcommittee may be dissolved at any time by vote of the Scholl Committee at any time.
6. Subcommittees will conduct meetings in open session, except when an executive session is necessary as prescribed by state law. Meetings will be held at publicly announced times and places. A summary of the open meeting law will be given to each subcommittee chair. The Central Office will announce and post the times and locations of all meetings.

The School Committee has the Following standing subcommittees:

- Curriculum, Instruction and Expectations
- Finance
- Policy
- Superintendent Evaluation

SOURCE: Newburyport School Committee

Version Control

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016

CURRICULUM ADOPTION

Section I: Curriculum and Instruction	File: IB
---------------------------------------	----------

The School Committee will rely on its professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the school system.

The Superintendent or designee will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals. The Sub Committee on Curriculum, Instruction and Evaluation shall be responsible for reviewing the implementation of new curricula and establishing goals and assessments for each new program.

The School Committee wishes to be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.

SOURCE: MASC

LEGAL REF.: M.G.L. [71:1](#); [69:1E](#)

Version Control

Action	Date
First Reading	12/18/2017
Second Reading	2/5/2018
Adopted	2/5/2018