

**NEWBURYPORT SCHOOL COMMITTEE**

**NEWBURYPORT, MASSACHUSETTS**

**School Committee  
Business Meeting**

**Tuesday, January 18, 2022**

**6:30 PM**

**SC Packet Checklist: SC Business Meeting Agenda January 18, 2022**  
**SC Meeting Agenda Notes January 18, 2022**  
**SC Business Meeting minutes 12-20-2021**  
**Strategic Plan Update & Overview**  
**SY School Committee Meeting Schedule**  
**Revised version (proposed 1-18-2022)**  
**Original version (approved 8-16-2021)**  
**January 14<sup>th</sup> Staff Development Day**  
**School Committee Member Ethics (BCB)**  
**SC Operating Principles & Norms of Interaction (BCC-BCD)**  
**Review / Acceptance Sign off form**

**Newburyport Public Schools**  
**Newburyport, MA**  
**School Committee Business Meeting**  
**Tuesday, January 18, 2022**

**6:30 PM, Senior/Community Center, 331 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.*

**Business Meeting Agenda:** 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/>

- 1. Call to Order & Pledge of Allegiance**
- 2. Public Comment** (*In Person Attendees Only*)
- 3. \*Consent Agenda - (warrants and minutes of 12-20-2021), possible Vote**
- 4. NHS Student Representative Report**
- 5. District's Revised COVID Protocols Presentation – NPS Medical Advisory Team**
- 6. Strategic Plan Update & Overview – Superintendent Sean Gallagher**
- 7. \*SY22 School Committee Meeting Schedule Revisions – Sarah Hall, possible Vote**
- 8. Subcommittee Updates**
  - a. Finance Subcommittee – Brian Callahan
  - b. Policy Subcommittee – Sheila Spalding
- 9. Superintendent's Report:** Negotiations, Afghanistan Students, Staff Development Day, and Tuition-free Kindergarten
- 10. New Business**

**Organizational Meeting Agenda:**

- 11. New Subcommittee Assignments**
- 12. MA State Ethics**
- 13. Operating Principals & Norms of Interaction**

\*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**

**Tuesday, January 18, 2022  
6:30PM @ Senior/Community Center, 331 High Street, Newburyport, MA**

**AGENDA NOTES**

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**Agenda:**

- 2. Public Comment** (*In Person Attendees Only*)
- 3. \*Consent Agenda - (warrants and minutes of 12-20-2021), possible Vote**
- 4. NHS Student Representative Report** by student representatives *Olivia Hansen & Avery Hochheiser*
- 5. District's Revised COVID Protocols Presentation** - Members of the NPS Medical Advisory Team (Lauren McDonald, Jessica Lasky-Su, Mike Allard, and Lars Lundgren, MD) will present recent revisions to the district's COVID Protocols. The revisions are available on the district's website:  
<https://www.newburyport.k12.ma.us/COVID-19-Updated-January-7-2022/index.html>
- 6. Strategic Plan Update & Overview** – *Superintendent Sean Gallagher will provide an update on the Strategic Plan and the Portrait of a Graduate.*
- 7. \*SY22 School Committee Meeting Schedule Revisions** – *Sarah Hall - possible Vote*  
Modify the meeting schedule to reflect the new meeting dates as follows:
  - a. Updated inauguration date/time, along with cancellation of the January 4<sup>th</sup> meeting
  - b. New Retreat date on February 1, from 6:00-9:00PM at the Senior/Community Center
  - c. Move Monday, February 28 to Tuesday, March 1, as well as Monday, April 25 to Tuesday, April 26 so as not to conflict with City Council meetings
- 8. Subcommittee Updates**
  - a. Finance Subcommittee – *Brian Callahan*
  - b. Policy Subcommittee – *Sheila Spalding*
- 9. Superintendent's Report:** The Superintendent will provide an update on the following: *Negotiations, Afghanistan Students, Staff Development Day, and Tuition-free Kindergarten*
- 10. New Business**  
**Organizational Meeting Agenda:**
  - 11.** New Subcommittee Assignments
  - 12.** MA State Ethics
  - 13.** Operating Principals & Norms of Interaction

**FYI: Upcoming Dates:**

- ✓ **Bresnahan School Council meeting:** Wednesday, January 19 @ 8:10AM
- ✓ **Nock School Council meeting:** Monday, January 24 @ 8:30AM
- ✓ **School Committee Retreat:** Tuesday, February 1 @ 6-9PM, Senior/Community Center
- ✓ **School Committee Business Meeting:** Monday, February 7 @ 6:30PM

\*Possible Vote

**NEWBURYPORT SCHOOL COMMITTEE  
SCHOOL COMMITTEE BUSINESS MEETING  
Monday, December 20, 2021  
Senior/Community Center, 331 High Street, Newburyport, MA**

**Meeting Convened at 6:35 PM**

**Mayor Donna Holaday / Brian Callahan Presided**

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

**CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:**

**Mayor Donna Holaday** called the Business Meeting of the Newburyport School Committee to order at 6:35 PM. Roll Call found all members present. All those present stood for the Pledge of Allegiance.

At this point Vice-Chairman **Brian Callahan** assumed chairmanship of the Business Meeting.

**PUBLIC COMMENT: none**

**CONSENT AGENDA:**

**Warrants:**

**Motions:**

On a motion by **Steve Cole** and seconded by **Mayor Holaday** it was

**VOTED:** To approve, receive and forward to the City Auditor for payment the following warrant:  
**\$498,896.57**

**Motion Passed Unanimously**

**Minutes:**

On a motion by **Mayor Holaday** and seconded by **Sheila Spalding** it was

**VOTED:** To approve, receive and file the School Committee Business meeting minutes of Monday, December 6, 2021.

**Motion Passed Unanimously**

**Student Award Presentation**

Freshman Cedar Schumacher was recognized for recently earning first chair in the Northeastern Senior District Jazz Band through the Massachusetts Music Educators Association.

## **NHS STUDENT REPRESENTATIVE REPORT**

- The high school was engaged in an Anti-Bullying and Positivity Week, thanks to the work of the Bring Change to Mind students. This was in response to students recently using a Yik Yak app. The school participated in activities aimed at promoting positivity and positive uses of social media. The Superintendent thanked the student leaders, Principal Wulf and administrators for being proactive regarding Yik Yak, and utilizing student advisories to address issues.
- The high school band displayed their talent during invitation nights downtown. In addition, the band, orchestra, choir and guitar students put on a fantastic show at the Winter Concert on December 13.
- The high school is developing a College and Career Center, which is a goal in the School Improvement Plan. In addition, the high school recently hosted a breakfast focused on building community partnerships.

## **MODEL UN**

Two high school students and a teacher provided an overview of the Model United Nations Conference that they attended overnight at Rutgers University from November 18 through November 21 as a part of a World Affairs and Diplomacy class. Participants earn course credit for their hard work and try to attend a conference each year in order to practice diplomatic skills. Students wore masks for the entire trip, and required a negative COVID test to attend. Over 1,000 students from all over the U.S. attended. Students play the role of an international delegate from an assigned country (i.e. Iran), using research of an assigned nation's culture, economy, national history, political history and foreign policy to accurately portray a political representative from an assigned nation. Students are assigned roles, and then need to become experts for their topics. Highlights included talking to students from across the country, and learning how their schools are similar, as well as understanding different points of views.

**Bruce Menin** asked if the conference will report on the various findings/recommendations from the committees. Answer – Ms. Crofts believes they planned to consolidate all the ideas. She plans to revisit the website.

**Sean Reardon** asked if any other trips were planned. Answer – Not at this time.

## **FINANCE SUBCOMMITTEE**

- Approved the minutes from the November 12<sup>th</sup> meeting.
- Reviewed and approved small transfers at the Nock totaling \$323.31, going from various supply lines into instructional materials.
- Talked about changing policy to utilize MA General Law Part I - Section 56 - Warrant For Payment Of Bill to allow the school committee to designate any one of its members to approve bills/drafts/orders/payroll; provided however, the member makes available to the board at the first meeting following such action, a record of such actions.
- Chair of Finance Subcommittee will be the designated signer and the Finance Subcommittee will select another member as backup. All of this was unanimously approved.

**Brian Callahan** asked if Agenda Item 8c was tabled for tonight? (Budget Transfers Policy (DBJ) revision). Answer - Yes, the language approved was slightly different than that in the Policy book and needs to be ironed out.

**Public Participation at School Committee Mtgs. Policy (BEDH) – revision - 1<sup>st</sup> reading**

**Sheila Spalding** explained that this policy was revised in June 2021 to include a lengthy statement meant to be read by the Vice Chair. This revision condenses that statement. In addition, the sentence in the first bullet for item 1 needs to have three words inserted: *Speakers may offer objective criticism of and/or ideas for school operations and programs on the agenda as concerns them.*

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

**VOTED:** To waive the rule to allow a vote to policy BEDH with the changes noted.

**Motion Passed Unanimously**

**David Hochheiser** stated it is important to let people understand how to bring something up to the committee that is not on the agenda.

**Brian Callahan** commented that we could put something the packet as a standard part of the cover sheet.

**Authorized Signatures Policy (DGA) – revision – 1<sup>st</sup> reading**

**Sheila Spalding** explained the policy is being revised based on recommendations from the Finance Subcommittee to require one signature as opposed to 4 signatures.

**Brian Callahan** explained that 4 signatures will continue to be obtained for in-person meetings; however, during summer months or weather-events when everyone is not available, the chair of the Finance Subcommittee will do it, or a designee if they can't make it.

**Steve Cole** commented that this allows the school department to pay its bills more effectively.

On a motion by **Bruce Menin** and seconded by **Sheila Spalding** it was

**VOTED:** to waive the rules so the policy surrounding signatures can be approved in one reading.

**Motion Passed Unanimously**

**Budget Transfers Policy (DBJ) - revision) – 1<sup>st</sup> reading**

Tabled until the next business meeting to correct some of the language.

**Superintendent Update**

Commissioner Riley's Update

Commissioner Riley held a meeting with all superintendents regarding a mask mandate decision. Due to the COVID Omicron variant, he's waiting on any masking announcement until the State has more complete information. New updates will be made in January when we come back from vacation.

Medical professionals are watching the COVID cases; the pattern may not be the same as we experienced last year. Currently there are no plans to close or go back to remote learning. Federal and State government wants to keep the schools open. We will continue to wait for guidance and recommendations from the medical professionals.

Emergency Licensure

Emergency licensure is being extended until 2023 as there is a staffing shortage across the state and in many areas of employment, especially in education. Waiting for more information on Special Education and ELL licensures

**Mayor Holaday** asked how many people are on provisional licensure. Answer – Less than 12.

**David Hochheiser** asked if this allows people to work under an emergency license longer or is it allowing people to apply for an emergency license longer than initially thought. Answer – Both.

### COVID UPDATE

Currently 39 known school member cases since December 1st (9 staff, 30 students); since December 1st 151 students quarantined, and 19 active cases currently (6 staff and 13 students). Current vaccination rates: High = 79% and 25 students boosted; Bresnahan = 46% vaccination; Molin = 47%; Nock = 65%. We continue to encourage boosters for staff and students that are 16+. We encourage vaccinations for students ages 5+. Use [vaxfinder.com](https://vaxfinder.com) to get information. The district has applied for another booster clinic for people 16+ and are waiting for those dates.

Data suggests Omicron is extremely transmittable, particularly in households; that's where majority of spread is being seen; early reports say less severe, although 80% cases have been vaccinated. Common Omicron symptoms: cough, fatigue, congestion, and boosters can increase/restore protection.

### Strategic Planning Focus Groups

Work continues in the district. On December 15<sup>th</sup> community partners attended a workshop (i.e. Human Rights Commission, DEI, NEF and Rotary), They worked with the same focus groups, using the same planning protocols used through the fall. A video component has been added for those who can't attend to provide an opportunity to hear the presentation. Thanks to NCMHub for the great job taping this presentation.

Over 70 high school student council members worked on strategic planning and portrait of a graduate on December 8<sup>th</sup>. Today we worked with over 80 Nock middle school students utilizing the same protocols. Between August and December, 100s of ideas and input has been gathered from over 700 stakeholders within the school community.

Next steps are to complete the initial draft of the portrait of a graduate and provide a final round of feedback. An overall slogan has been identified, and we are working on creating a visual to share with the community. A final strategic planning report will be compiled; strategic priorities will be identified/shared; educators will be provided with another round of feedback; 5-year strategic priorities will be established; and the written report will be developed.

**Brian Callahan** asked if the video is on the district's home page under announcements? Answer – Yes.

**Bruce Menin** asked the Superintendent to share some of the results he saw from students. Answer – It was great to see a lot of common themes and shared visions between the Nock/NHS students and the adult community members.

**Brian Callahan** asked when the public document would be released. Answer – Would like to share the feedback and common goals in January; Goal is to have the written document completed in February.

### **New Business**

- On behalf of the School Committee, Sheila Reardon read a Proclamation in Praise of the Employees of Newburyport Public Schools. All members signed.
- Sheila Reardon read a draft of a secure firearms storage notification resolution for Newburyport Public Schools. The language was retrieved from Clark County. Brian Callahan will obtain a sample from Plymouth School Committee, and will send that out for review.

**Bruce Menin** asked if this would then go on the agenda. Answer – Yes.

**David Hochheiser** asked if we are talking about this due to an email we got, and can you let everybody know. Answer = Yes. **Brian Callahan and Sheila Spalding** explained the email and stated that a resolution is a good way to address the mental health of our students, and it says we support sensible gun storage.

**Brian Callahan** thanked several School Committee members for their many years of service:

Mr. Steve Cole = 17 years

David Hochheiser = 6 years

Mayor Holaday = 12 years

**Sean Reardon** read and presented citations from the MA House of Representatives to Steve Cole and David Hochheiser.

**Superintendent Sean Gallagher** thanked Mayor Holaday, David Hochheiser, and Steve Cole for their years of hard work and service to the School Committee and presented them with a card/gift.

**Brian Callahan** announced upcoming changes to the School Committee in January:

Sean Reardon = Mayor elect

Sarah Hall = new member

Juliet Walker = new member

**David Hochheiser** asked what should be done with all the documents they have. Answer - **Mayor Holaday** suggested sending the documents to Joanne Yelle.

### **ADJOURNMENT:**

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 7:27PM.

Motion Passed Unanimously



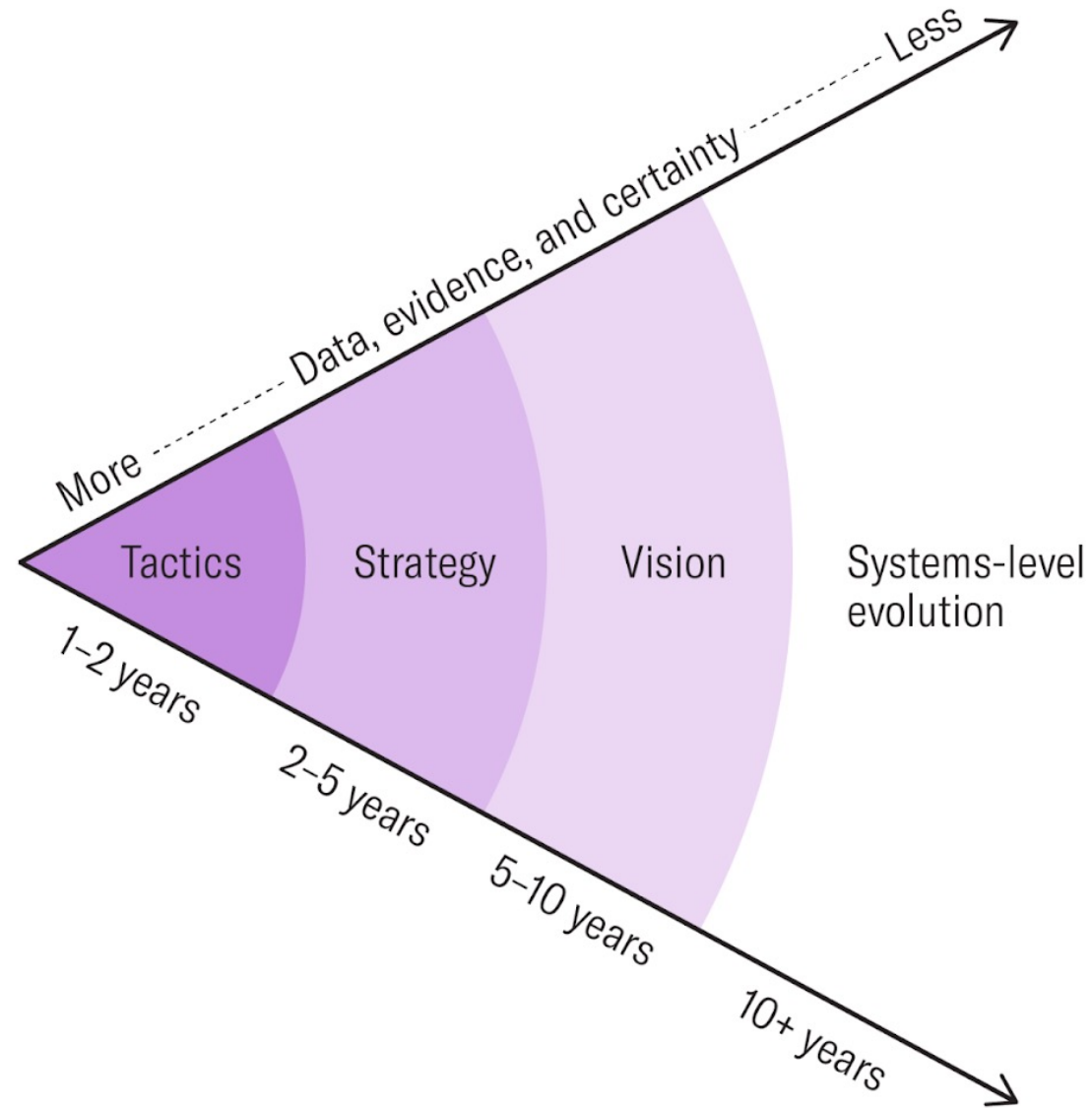
# **NPS Strategic Planning Update**

School Committee

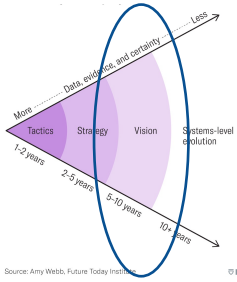
January 18, 2022

# Strategic Planning Overview

Our planning is based on Amy Webb's Futurist Framework.



Source: Amy Webb, Future Today Institute



Source: Amy Webb, Future Today Institute © HBR

# Vision Portrait of a Graduate

Over 700 people participated in a process to establish a Portrait of a Graduate.

Close one thousand comments have been cataloged and analyzed.

NPS faculty and students are providing a final round of feedback on the results.

We plan to have a final Portrait of a Graduate Vision ready to share by late February.



**Overwhelmingly,  
participants  
recommended  
programming  
that allows our  
graduates to...**



**Develop physical, social, and emotional wellness skills**



**Become literate across the disciplines**



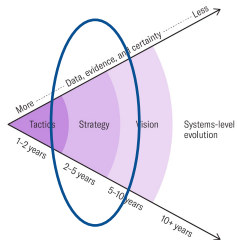
**Practice creation, innovation, collaboration and problem-solving**



**Engage civically**



**Prepare for life after graduation**



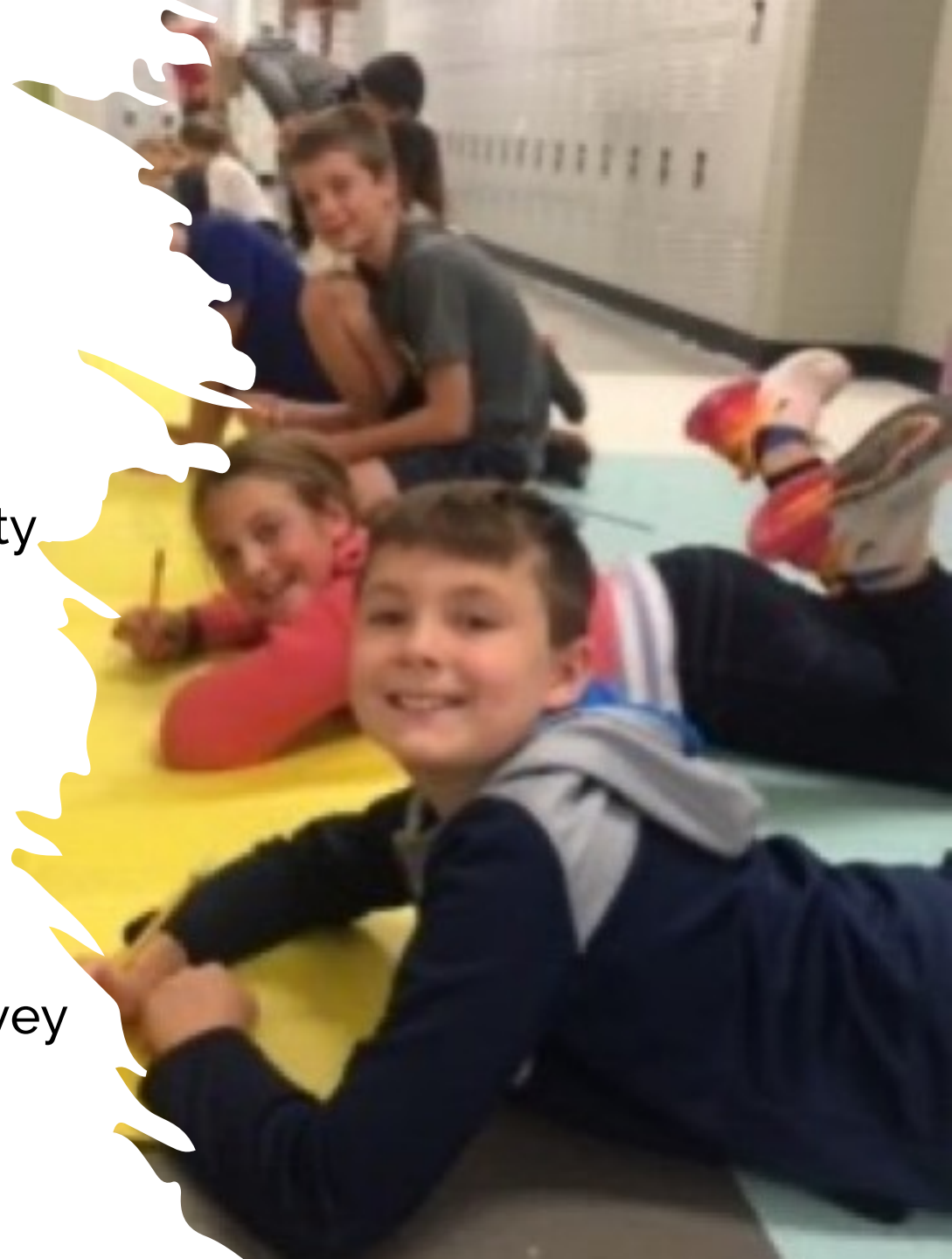
Source: Amy Webb, Future Today Institute © HBR

# Strategy SCOG Analysis

A series of strategic planning workshops were held from September through December. Faculty, staff, students, parents, and community members have attending.

Focus groups included representatives from community organizations: NEF, City Council, School Committee, Rotary Club, DEI Alliance, Human Rights Coalition, Newburyport Youth Services.

In addition, a video version of the Superintendent's presentation and a short survey was shared with the whole community, shown on local cable, and posted on our website.



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We are in the process of analyzing and compiling the strengths, challenges, opportunities and growth comments.

**A final report on strategic opportunities and priorities will follow completion of the Portrait of a Graduate Vision.**

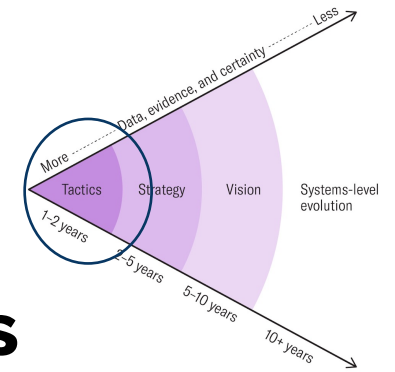


# Tactics

District Goals

School Improvement Plans

Educator Goals



Source: Amy Webb, Future Today Institute

HBR

Every year the District sets goals.

From Superintendent goals to School Improvement goals to Educator goals, our team is aligning our tactics to the **strategies** and **vision** set by our larger learning community.

# Summary

## **Our Strategic Report will...**

- **Promote a shared Portrait of a Graduate**
- **Highlight and Prioritize the Key NPS Strategies and Initiatives**
- **Illustrate Tactical Goals**
- **Identify Budget Implications**



## School Committee Meeting Schedule July 2021 – June 2022

**REVISED JANUARY 18, 2022**

Voted/Approved August 16, 2021

**NOTES:**  
 School Committee Meetings are held on the **1st and 3rd Mondays** of each month at 6:30 PM at the Senior/Community Center; (By city Charter, SC meetings shall not meet on the same day as a regular city council meeting, except in case of an emergency.)  
 \*Exceptions to the rule: \*Tuesday, September 7 due to Labor Day; \*Tuesday, November 16 - Joint FY22 Budget meeting; \*Tuesday, January 18 due to MLK holiday, and \*Tuesday, March 1 and Tuesday, April 26 due to school vacation weeks, and not to conflict with City Council meetings.

DATE	TIME	INFO	DATE	TIME	INFO
SUMMER RETREAT Thursday, August 12, 2021	4:00 PM - 8:00 PM	RETREAT NHS Library	Monday, January 3, 2022	10:00 AM	Inauguration
			Tuesday, January 4, 2022	6:30 PM	Business Mtg. / Cancelled
August 16, 2021	6:30 PM	Business Meeting	Tuesday, January 18, 2022	6:30 PM	Business/Organizational Meeting
Tuesday, Sept. 7, 2021	6:30 PM	Business Meeting	*Tuesday, February 1, 2022	6:00-9:00 PM	RETREAT
September 20, 2021	6:30 PM	Business Meeting	February 7, 2022	6:30 PM	Business Meeting
October 4, 2021	6:30 PM	Business Meeting	Tuesday, March 1, 2022 <b>Public FY23 Preliminary Budget Presentations</b>	6:30 PM	Business Meeting
October 18, 2021	6:30 PM	Business Meeting	March 7, 2022	6:30 PM	Business Meeting
November 1, 2021	6:30 PM	Business Meeting	March 21, 2022	6:30 PM	Business Meeting
November 15, 2021	6:30 PM	Business Meeting	April 4, 2022	6:30 PM 7:00 PM	<b>Public Hearing on Budget Business Meeting</b>
*Tuesday, Nov. 16, 2021 6:30 PM	City Council & School Committee Joint Meeting FY22 Budget		Tuesday, April 26th	6:30 PM	Business Meeting
December 6, 2021	6:30 PM	Business Meeting	May 2, 2022	6:30 PM	Business Meeting
December 20, 2021	6:30 PM	Business Meeting	May 16, 2022	6:30 PM	Business Meeting
			June 6, 2022	6:30 PM	Business Meeting
			June 20, 2022	6:30 PM	Business Meeting

\*\* Meeting dates, times and/or locations may be changed, added or deleted, throughout the year.

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DATE	TIME	INFO		DATE	TIME	INFO
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Tuesday, Sept. 7, 2021	6:30 PM	Business Meeting		February 7, 2022	6:30 PM	Business Meeting
September 20, 2021	6:30 PM	Business Meeting		February 28, 2022 <b>Public FY23 Budget Forum</b>	6:30 PM	Business Meeting
October 4, 2021	6:30 PM	Business Meeting		March 7, 2022	6:30 PM	Business Meeting
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December 20, 2021	6:30 PM	Business Meeting		June 6, 2022	6:30 PM	Business Meeting
				June 20, 2022	6:30 PM	Business Meeting

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# NEWBURYPORT PUBLIC SCHOOLS



**Professional Development Day**  
**January 14, 2022**  
**Molin/Nock School**  
**8:00 - 4:00**

**NAVIGATING  
THE WAY**

# NAVIGATING THE WAY



Today's professional development day is about starting anew. Our goal for today is to raise our capacity as educators while taking some opportunities to relax and have fun. The main focus of these workshops is strategies to support students and staff with their mental health.

We will be receiving a PDP certificate of attendance to use towards your recertification. Please be sure to sign in at each session you attend to earn those PDP hours.

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02 **Our Keynote Speaker**

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03 **Session 1**

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04 **Session 2**

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05 **About our presenters**

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06 **News and Notes**



# SCHEDULE OF THE DAY

7:45 - Continental Breakfast & Games

8:00 - 8:45 - Keynote Speaker, Ed Gerety- Molin/Nock Auditorium

8:45 - Break

9:00 - 10:15 - Session 1

10:15 - Break

10:30 - 11:45 - Session 2

11:45 - 12:00 - PD Survey

12:00 - 1:00 - Lunch on Your Own

1:00 - 4:00 - Return to Your School and work with your Building Principal  
(2:30 - 4:00 Special Education Meeting)



# KEYNOTE - ED GERETY

“I SEE YOU, YOU MATTER,  
I’VE GOT YOUR BACK”

DESCRIPTION: GROWING  
AND WORKING TOGETHER  
TO ACHIEVE OUR GOALS,  
EMBRACE CHANGE, AND BE  
RESILIENT.

Ed Gerety has the unique ability to connect with his audience while inspiring them to stand up for their greatness and for the greatness of others.

Ed’s authentic energy and enthusiasm gets people excited about what is possible for their life leaving them full of love and hope for the future. As an optimist with a growth mindset, Ed delivers a powerful message about gratitude, self-respect, compassion, resiliency, and kindness. He is known for reminding others that the key to building strong relationships is to let others know “I see you, you matter, and I’ve got your back”.

Ed’s inspirational keynotes have been described as captivating, funny, entertaining, and relatable. He conveys his message with sincerity and a sense of humility that opens the hearts and minds of his audience.

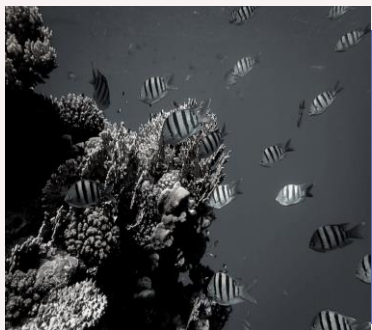
While still in college, Ed started his speaking business helping people develop as leaders and encouraging them to be the best version of themselves. Since that time, he has spoken in all 50 states, across Canada and Europe reaching over three million people.

Ed is the author of “Combinations: Opening the Door to Student Leadership” and a contributing author of four books on leadership and personal development.

As the podcast host of “Parents Navigating the Teen Years” Ed shares authentic conversations about the toughest issues facing teenagers today and what parents can do to help their teens navigate these challenging waters.

Ed continues to do extensive study in these areas and has completed the Boston Marathon three times. He served six years on the Board of Directors for the National Speakers Association (NSA) and earned their highest earned designation; Certified Speaking Professional (CSP™) in 2005.

Ed lives on the New Hampshire seacoast with his wife and two children, along with their golden retriever dog Gracie, their two cats Sugar and Coco, and one bearded dragon named Trevor.



# SESSION 1 WORKSHOPS (9:00 — 10:15)

## 01 Set a Better Sail (45 mins) Presenter: Ed Gerety

Tools, strategies, and techniques to stay rejuvenated and keep moving forward.

## 02 Personalize Your Skill-Based Units Presenter: Sean T. Gallagher

In this workshop, we will give an overview on how skill based practices are used to develop personal relationships with students. Through this practice students will be able to identify their learning style preferences and engage in their own learning outcomes. In this workshop, exemplar will be used and teachers will be able to bring ideas back to their classrooms.

## 03 Developing Individualized Education Programs (IEPs) for Culturally and Linguistically Diverse Learners Presenter: Sara Nino

## 04 Proactive Solutions to Classroom Management Presenter: Michael Nazzaro

A review of some proactive strategies that can be done prior to problematic behavior occurring in the classroom. This presentation will review these strategies, provide examples to set up implementation and follow up procedures. Participants will leave with strategies for teaching appropriate classroom behavior, and a deeper understanding of the use of reinforcement to make these appropriate behaviors more likely to occur in the future.

## 05 *Ingredients for Success: Meeting Executive Function Challenges with Knowledge and Compassion* Presenter: Brenda Palmisano

*In this workshop, Brenda will share relevant student and teacher experiences that will deepen your understanding of executive function deficits as well as provide the most recent evidence-based strategies and interventions proven to increase student self-confidence and motivation while building the skills to thrive as lifelong learners.*

## 06 The rise of adolescent anxiety. How did we get here and how can we help? Presenter: Patricia Blackstock

Common platitudes have been worn out in our classrooms, offices and the media “It’s been a challenging year” or “These are unprecedented times” or “When we will return to *normal*?” But the truth is, **things are different now and have been trending that way for the past decade.**

Because of the pandemic, students have missed out on a year and a half of opportunities to socialize, collaborate, participate in extracurricular activities, and manage their time in a traditional school environment thus exacerbating the already rising levels of anxiety and depression. Students, teachers, counselors, administrators and families are all feeling it and as educators, we are compelled to help. But how? Join your colleagues in an interactive workshop to help define the causes of adolescent anxiety and how we can help in our school.



# SESSION 1 WORKSHOPS (9:00 — 10:15)

07

## **The Players Handbook: Incorporating the Pedagogy of Play into ALL Grade Levels** **Presenter: Jacqueline Rousseau**

Educational researchers have been investigating the strong correlation between a decrease in student play and an increase in student depression and anxiety. Let's dive into this research to see how we can incorporate more opportunities for structured play in ALL grade levels. Play does not need to be seen as the antithesis of the high-stakes testing environment we have found ourselves in- and to be honest- our students are floundering in. We will investigate how putting play and social-emotional learning at center stage, rather than as a reward or afterthought, can boost student engagement and achievement. Don't leave student success up to a roll of the dice!

## **Trauma Informed Practices**

### **Presenter: Tara Rossi**

In a trauma-informed school, the adults in the school community are prepared to recognize and respond to those who have been impacted by traumatic stress. Those adults include administrators, teachers, staff, and parents. In addition, students are provided with clear expectations and communication strategies to guide them through stressful situations. The goal is to not only provide tools to cope with extreme situations but to create an underlying culture of respect and support.

09

## **An Introduction to Social Skills Programming for Students with Unique Social Skills Deficits**

### **Presenter: Cory Whalen**

Social expectations increase incrementally as students get older. In early elementary school, many students with social skills deficits can often behave appropriately in social situations. However, as they get older and social behavior becomes more nuanced, those same students struggle to recognize, interpret, and respond to social cues. This presentation will provide an introduction to social skills programming with an emphasis on strategies for teaching and practicing social behaviors. Participants will define and discuss social behavior, identify resources for teaching, and practice designing a social skills lesson plan.

10

## **Food Insecurity In Schools: Recognize & Respond** **Presenters: Our Neighbors' Table**

The COVID-19 crisis has brought to light the issue of food insecurity. But rising food insecurity rates have been a long hidden problem in Newburyport before the pandemic. In this session, participants will gain a better understanding of the issue of food insecurity and how it is impacting students and families within the school district. Educators and staff will leave this training with concrete skills and tools to effectively support a family experiencing food insecurity.

11

## **SEL and Culture** **Presenter: Chrissa Pissios**

The objective of this presentation is to engage in a conversation with one another as we explore the relationship between SEL and culture. We will grow our understanding of SEL and its relationship to culture as we collaborate to support students and each other!

### **Tentative Agenda**

- SEL = What is it? What does it look like? How do we support it?
- What is culture? How is it defined? By whom?
- What resources can help us learn more about students' cultures and languages?
- What skills and strategies can help us?
- Who can we go to for support in our continued SEL and culture learning journey?

# SESSION 1 WORKSHOPS (9:00 — 10:15)

## 12 **Get Ready “Do” Done Method** **Presenter: Elise Comeau**

In this professional development staff will be provided strategies and tools for immediate implementation to support executive functioning skills and effective task execution. The training will touch on tools to observe and evaluate students' ability to read the room, questionnaires to help students assess their ability to manage various demands, as well as review what tasks and skills can be expected at what age. Additionally, time management strategies and the [Get Ready\\* Do \\*Done Method](#) developed by Sarah Ward will be introduced and discussed.

## 13 **Self-Regulation Strategies: Grades K-5** **Presenter: Julie Cullen**

Providing K-5 students with a cognitive behavioral approach to teach how to identify and to process feelings will result in developing strategies to cope with difficult situations. These skills will lead to improved self-regulation in students as well as increased ability to be actively engaged in learning.

## 14 **Mindfulness in the Classroom** **Presenter: Erin O'Connor**

Imagine having the ability to be more fully present in life's moments – *without being overly reactive, attached, or judgmental* of what's going on. That's what mindfulness is all about. It's an exercise for your brain! Many of us are unaware of how much we've been conditioned to ruminate on our past or future worries. Mindfulness practice provides a way to strengthen our ability to pay attention to what's happening in the present moment – with acceptance, kindness, and curiosity. When you train your mind to be more present without over-attachment to your thoughts, you are actually changing the structure of your brain. You create new neural pathways that can contribute to an overall happier disposition.

## 15 **Principles of Community Positive Youth Development** **Presenter: Andi Egmont**

## 16 **Anxiety and School Performance** **Presenter: Dr. Gotthelf**

Anxiety not only challenges academic progress, but also significantly affects behavior. This workshop will review how anxiety affects student behavior and performance, and strategies that can be employed to help students effectively manage the demands of school and home. This presentation is only available to school staff and administrators.

## 17 **Collaborative & Proactive Solutions** **Presenters: Nancy Koch & Tim Potts**

This session is informed by the work of Ross Greene's Collaborative & Proactive Solutions. Attendees will learn strategies to engage students in identifying lagging skills and solve problems through empathetic relational problem solving approaches. CPS resources to bring back into your work will accompany the work in the session. Note, this session is for those who are looking to learn or brush up on the basic core tenets and practices of CPS. Further learning and PD on the model and practice can be found through the Lives in the Balance website, [www.livesinthebalance.org](http://www.livesinthebalance.org)

# SESSION 2 WORKSHOPS (10:30 - 11:45)

## 01 Set a Better Sail (45 mins) Presenter: Ed Gerety

Tools, strategies, and techniques to stay rejuvenated and keep moving forward.

## 02 Personalize Your Skill-Based Units Presenter: Sean T. Gallagher

In this workshop, we will give an overview on how skill based practices are used to develop personal relationships with students. Through this practice students will be able to identify their learning style preferences and engage in their own learning outcomes. In this workshop, exemplar will be used and teachers will be able to bring ideas back to their classrooms.

## 03 SEL Beyond the Morning Meeting Presenter: Tim Potts

In this session attendees will learn principals of Social Emotional Learning and Strategies to embed developmental Social Emotional Learning Skills into any lesson. Strategies discussed can be applied across content, in small groups, specials, etc. This session will include both instructional and interactive components. You are encouraged to bring your own sample lesson plan for the session, though all necessary materials will be provided.

## 04 *Ingredients for Success: Meeting Executive Function Challenges with Knowledge and Compassion* Presenter: Brenda Palmisano

*In this workshop, Brenda will share relevant student and teacher experiences that will deepen your understanding of executive function deficits as well as provide the most recent evidence-based strategies and interventions proven to increase student self-confidence and motivation while building the skills to thrive as lifelong learners.*

## 05 The rise of adolescent anxiety. How did we get here and how can we help? Presenter: Patricia Blackstock

Common platitudes have been worn out in our classrooms, offices and the media “It’s been a challenging year” or “These are unprecedented times” or “When we will return to *normal*?” But the truth is, **things are different now and have been trending that way for the past decade.**

Because of the pandemic, students have missed out on a year and a half of opportunities to socialize, collaborate, participate in extracurricular activities, and manage their time in a traditional school environment thus exacerbating the already rising levels of anxiety and depression. Students, teachers, counselors, administrators and families are all feeling it and as educators, we are compelled to help. But how? Join your colleagues in an interactive workshop to help define the causes of adolescent anxiety and how we can help in our school.

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# PRESENTERS

## SEAN GALLAGHER



Mr. Gallagher has an extensive administrative background, vast teaching experience and comprehensive educational training, as well as coaching, mentoring and other community involvement. Mr. Gallagher has served as an Athletic Director, High School Principal, Assistant Superintendent and presently the Superintendent of Newburyport Public Schools. His administrative leadership experiences, combined with his teaching experiences provides insight & knowledge of the challenges that our students face day to day. His almost 30 years of experience supports the work and active involvement in our schools today.

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## TARA ROSSI



- 30 years experience in education pre-K-12, inner city, rural, suburban
- 21 years education administration
- Trauma and Learning Certified through Lesley University
- Adjunct Faculty for 5 years teaching Trauma and Learning Courses for Lesley University

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## TIM POTTS



Tim Potts, Ed.S. is in his first year in Newburyport Public Schools in the position of Social-Emotional Behavioral Health Coordinator. Tim has nearly 20 years in education that includes Middle and High School Special Education teacher, School Psychologist, Elementary and Middle Special Education Administration, and district counselor and school psychologist supervision. Relevant to the topic he has experience in supporting teachers and schools in adopting and implementing social-emotional learning curricula and strategies and ascribes to practices that enhance social emotional skill development for all students.

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# PRESENTERS



## NANCY KOCH

Nancy has worked as a Special Education educator for 45 years in a variety of settings, ranging from preschoolers to high schoolers with severe to moderate special needs. I have a Bachelor's degree in special education and elementary education from Lesley College (yes, college!), a Masters of Science from the University of California, Berkeley, and an EdS from Gordon College. Most recently I was the assistant director of student services for the Andover Public Schools, prior to becoming the director of student services for Newburyport Public Schools.



## LYNDSEY HAIGHT

Lyndsey Haight is the Executive Director of Our Neighbors' Table (ONT), a post she has held since 2010. At a very young age, she was inspired by the spirit of Mahatma Gandhi that this world provides enough for everyone and has shaped her life's work to create strong and just communities.

Ms. Haight has worked in the social work field since 1998 and has nearly 20 years of experience in nonprofit administration and leadership. Her leadership portfolio encompasses a broad range of change management and organizational development from leadership transition, corporate restructuring, mergers, strategic planning, systems development, and capital campaigns and projects, all with a focus on results and impact.

Ms. Haight earned her Bachelor of Social Work degree at Plymouth State University and her Masters of Social Work at Salem State University, and holds a Certificate in Nonprofit Administration and Finance from Suffolk University Sawyer School of Business. When not working, Lyndsey enjoys the outdoors and travelling with her husband George and her two sons George IV and Cooper. Lyndsey is happy to call Amesbury, Massachusetts her home.



## LORI TOWNSEND

Our Neighbors' Table's Program Director, Lori Townsend, has been with ONT since 2011. Lori is responsible for overseeing all of ONT's program staff, new project development, and development of community relationships. She received a BS in Recreation Administration and a minor in Business Administration from the University of New Hampshire.

Lori has years of experience in the Human Services and Human Resources fields as well as 15 years as a stay-at-home hockey mom! During her time as a stay-at-home mom Lori had an assortment of part time jobs and volunteered as an Assistant Trainer at the Massachusetts Society for Prevention of Cruelty to Animals (MSPCA) training program at Nevins Farm in Methuen and Amesbury Youth Hockey. When Lori is not at work, she enjoys boating, reading, and crafting, as well as studying genealogy and history. Lori is a proud 26-year resident of Amesbury, Massachusetts and lives with her husband Paul, son Ben, and her dog and cat-Reggie Dwight and Kris Kringle.



## DR. DAVID GOTTHELF

David Gotthelf, Ph.D., NCSP is a licensed psychologist as well as a licensed school psychologist and special education administrator. He has had over 35 years experience working in school and clinical settings. He has served as the program manager for teens and young adults with ASD at MGH's Aspire Program, and he currently has private practice where he provides therapy as well as evaluation services. An adjunct professor at Boston and Northeastern Universities, he also serves as a clinical supervisor for a mental health clinic in the Boston area.

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## JULIE B. CULLEN

Julie B. Cullen, LICSW, Ed.M graduated from The University of Vermont in 1999 with a Bachelor's degree in Psychology, before enrolling in a graduate program at Boston University. She graduated in 2002 with a Master's in Social Work and received a Masters in Special Education in 2003. Her professional career began in residential treatment, where she received intensive training in both Dialectical Behavior Therapy and the treatment of Developmental Trauma. After spending several years as a clinician and Clinical Director in this setting, Julie spent time in a therapeutic public school environment before opening her private practice in 2012. Working with children, adolescents, and families has always been at the heart of Julie's professional life. She hopes to bring humor, knowledge, and empathy into each experience, to bring out clients' resiliency, and to provide families with a sense of hope for the future.

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## CORY WHELAN

Dr. Cory Whelan graduated from The George Washington University with Bachelor and Master's degrees in speech-language pathology and studied applied behavior analysis at UMASS Boston. A Board-Certified Behavior Analyst (BCBA), and a Licensed Applied Behavior Analyst (LABA), he obtained his doctoral degree in behavior analysis at Western New England University under the advisement of Dr. Gregory Hanley. His clinical experience includes delivering speech and behavior analytic services in public schools, private residential schools, and adult day programs.

In Cory's role as Executive Director at TACT, he oversees the Community and School Consultation Department, the Professional Practice Department, and he works to build capacity among behavior analysts and technicians who provide high-quality clinical services to children and adults with autism. He is passionate about the delivery of compassionate ABA services and making meaningful differences.

His research interests include the assessment and treatment of severe problem behavior, training staff to implement Practical Functional Assessments and Skills-Based Treatments, and evaluating strategies for delivering effective services that result in long-term, generalized effects. His research has been published in the *Journal of Applied Behavior Analysis*, *Journal of Autism and Developmental Disorders*, and *Child and Family Behavior Therapy*. He has served as a guest reviewer for *Behavioral Interventions*, *Behavior Analysis in Practice*, and the *Journal of Autism and Developmental Disorders*.





## ELISE COMEAU

Elisa hold a Bachelors of Science in Communication Disabilities from the University of Massachusetts at Amherst and a Masters in Education of the Deaf from Smith College. My Massachusetts Licenses include Speech Language Pathologist Assistant, Teacher of the Deaf and Hard of Hearing, Teacher of Students with Moderate Disabilities PK-8. Teacher of Students with Moderate Disabilities 5-12, and Special Education Administrator. Over the past 15 years in Special Education I have worked in various positions including Speech Language Pathologist Assistant, Teacher of the Deaf and Hard of Hearing, Special Education Teacher grades K-12, Special Education Facilitator, and Out of District Coordinator.



## JACQUELINE ROUSSEAU

Jacqueline Rousseau began her teaching career as a Spanish teacher at Newburyport High School in 2012. Shortly after, she moved to the Middle School to revive the World Language program which had been on hiatus for many years. She was given an iPad cart and asked to infuse technology into her curriculum, which sparked a love of teaching with tech. A few years later, she became the Technology Integration Specialist for the Nock and Molin Schools. She has held various leadership positions in Newburyport Public Schools, including co-chair of the Professional Development Council and a Nock School Council member. Jacquie is perhaps best known for her Technology Professional Development Workshops, where she works to help teachers and staff strike a happy and healthy balance with technology so that everyone feels comfortable, confident, and excited to incorporate 22nd-century skills into their teaching.



## MICHAEL NAZZARO M. ED., BCBA, LABA

Mike is a BCBA at the Molin, Nock and High school. He started his career at Melmark New England, a specialized school for children with autism, developmental disabilities, behavioral disorders and other areas of high need. Mike worked at Melmark for over 5 years in a variety of positions including instructional assistant, lead teacher, program coordinator, and director. Mike completed his graduate degree at Endicott College in the area of special education and applied behavior analysis. He continues to educate himself in the areas of evidence based treatments for children with and without disabilities, parent training / education, and overall supports for skill development. Mike has a passion for seeing the growth in a child or family over time, knowing where people have come from and seeing the skills they have developed to improve their lives are his ultimate rewards.

# PRESENTERS



## PATRICIA BLACKSTOCK

Tricia Blackstock has a Master of Arts degree in Counseling Psychology from Lesley University. She has been employed at Newburyport High School since 2001. In her role as guidance counselor, Tricia created authentic and honest relationships with students and families and has continued at NHS as the Director of Guidance for the past 6 years. Student mental health and success are among her top priorities. Tricia also has a certified therapy dog, Otis, who comes to school with her most days. Prior to her employment with NHS, Tricia worked in higher education and as a vocational counselor for 10 years.

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## CHRISSA PISSIOS

Chrissa Pissios is the ESL Coordinator for the Newburyport Public Schools. In addition, she currently teaches English Learners grades 9-12 at Newburyport High School. Chrissa has taught English language learners at all grade levels in Newburyport Public Schools over the last 16 years. She received her undergraduate degree from Salem State University in Business Education and fulfilled teacher certification requirements in bilingual education. She holds a Masters of Education in ESL which was also completed at Salem State University. Chrissa is passionate about advocating for her students, assisting them in English language acquisition, and supporting their successful integration into the school community. She was born in Greece and came to the United States when she was 13 years old, as an English Learner herself.

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## BRENDA PALMISANO

*Brenda Palmisano began her career in education over 30 years ago. She currently works at the Nock Middle School facilitating the Response to Intervention and 504 processes and is an Executive Function Coach and Consultant. Brenda has taught preschool through high school in both public and private settings as a General Education and Special Education Teacher and has served in the role of Special Education Team Facilitation Leader. Outside of the school setting, Brenda has contributed to curriculum development for a leading educational software program focusing on discovering individual skills and interests that might lead to a meaningful career. Brenda is passionate about helping students and educators optimize strengths with knowledge and compassion. She is dedicated to implementing successful, proven ways of minimizing the executive function challenges in the classroom for both students and teachers.*

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## SARA NIÑO



Sara Niño is an educational professional specializing in the language and disability needs of K-12 learners. She is a senior statewide trainer at the Federation for Children with Special Needs and an invited lecturer in the Teaching Bilingual/English Learners with Disabilities Graduate Certificate Program at Lasell University in Newton, Massachusetts. Sara is also a Ph.D. candidate at the University of Massachusetts, Boston in the Urban Education, Leadership, and Policy Studies Program where she researches the inclusion and representation of multilingual learners in special education policy. As a licensed educator in California and Massachusetts, she has teaching experience as both a general and special educator. Previously, Sara served as the English Learner (EL)/Special Education Coordinator for the Massachusetts Department of Elementary and Secondary Education where she supported districts across the commonwealth in meeting the needs of multilingual learners with (dis)abilities.

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## ANDREA EGMONT



Andrea, better known as “Andi”. Andrea has worked since 2005 as the Director of Newburyport Youth Services. In addition to that role, she is a passionate presenter who has worked in youth development programming and direct service since 1996. She has been providing training for communities, schools, parents, youth workers and recreation staff throughout Massachusetts since 1999 through her consulting business, Egmont Youth Development LLC. Her background is in 4 areas, all with a focus on children and adolescents; human development, positive youth development leadership, recreation and prevention work. She combines her years of experiences with a BS in Human Development from Lesley University and a MS in Youth Development Leadership from Clemson University. In Newburyport, she has grown the department into an innovative, effective, well recognized and appreciated service for families and youth in and around Newburyport. She is currently working with communities to incorporate the principles of positive youth development into parenting, schools and city wide initiatives.

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## ERIN O'CONNOR



Erin O'Connor, Mindful Schools Certified Mindfulness Instructor, Former Kindergarten & First Grade Teacher, and Founder of Happy Humans Mindfulness

Erin has always had a passion for helping kids. As a former kindergarten and first grade teacher, she saw how self-compassion, empathy, and gratitude can change kids' and adults' lives. It wasn't until she encountered mindfulness that she learned that *anyone* can learn to nurture these skills. Seeing that the skills of mindfulness can be strengthened through practice, Erin decided to merge her passions for teaching and mindfulness to empower others. As a Mindful Schools Certified Mindfulness Instructor, she has taught mindfulness to students, parents, women, teachers, and school administrators.

Learn more about Erin here: [www.happyhumansmindfulness.com](http://www.happyhumansmindfulness.com)

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# News and Notes

Welcome to the continental breakfast in the morning it will be set up by 7:30. Thank you to Starbucks for donating the coffee!!!

Don't forget to enter your name into our raffle drawings. Winner's name will be selected at breakfast! Look for the clipper ship raffle form to enter!!

5 Minute Massages will be available throughout the morning.

During breakfast gather with colleagues or someone new to play games!! The games will be scattered throughout the café

We hope you have a great professional day filled with knowledge and some fun too!!



THANK YOU.

# SCHOOL COMMITTEE MEMBER ETHICS

<b>Section B: School Committee Governance and Operations</b>	<b>File: BCB</b>
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The acceptance of a Code of Ethics implies the understanding of the basic organization of School Committees under the Laws of the Commonwealth of Massachusetts. The oath of office of a School Committee member binds the individual member to adherence to those State Laws which apply to School Committees since School Committees are Agencies of the State.

This Code of Ethics delineates three areas of responsibility of school committee members:

1. Community responsibility;
  2. Responsibility to school administration; and,
  3. Relationship to fellow committee members.
- 
1. A School Committee member in his/her relations with his/her community should:
    - a) Realize that his/her primary responsibility is to the children.
    - b) Recognize that his/her basic function is to the policy-making and not administrative.
    - c) Remember that he/she is one of a team and must abide by, and carry out, all committee decisions once they are made.
    - d) Be well informed concerning the duties of a committee member on both a local and state level.
    - e) Remember that he/she represents the entire community at all times.
    - f) Accept the office as a committee member as a means of unselfish service with no intent to "play politics," in any sense of the word, or to benefit personally from his/her committee activities.
    - g) Remember and make clear that they speak as individuals, and not for the committee as a whole.
  2. A School Committee member in his/her relations with his/her school administration should:
    - a) Endeavor to establish sound, clearly-defined policies which will direct and support administration.
    - b) Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration.
    - c) Act only on the recommendations of the chief administrator in all matters of employment or dismissal of school personnel.
    - d) Give the chief administrator full responsibility for discharging his professional duties and hold him/her responsible for acceptable results.
    - e) Refer all complaints to the administrative staff for solution and only discuss them at committee meetings if such solutions fail.
  3. A School Committee member in his/her relations to his/her fellow committee members should:
    - a) Recognize that action at official meetings is binding and that he/she alone cannot bind the committee outside of such meetings.
    - b) Realize that statements or promises should not be made regarding how they will vote on matters that will come before the committee.
    - c) Uphold the intent of Executive Sessions and respect the privileged communication that exists in executive sessions.
    - d) Not withhold pertinent information on school matters or personnel problems.
    - e) Make decisions only after all facts on a question have been presented and discussed.

## References:

SOURCE: MASC

## Version Control

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016
<b>Revised</b>	<b>5/3/2021</b>

# SCHOOL COMMITTEE OPERATING PRINCIPLES & NORMS OF INTERACTION

<b>Section B: School Committee Governance and Operations</b>	<b>File: BCC-BCD</b>
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The School Committee will:

1. Represent the needs and interests of all students in the district, striving to represent common interests rather than factions. We will make decisions that are best for students in all cases: all means all.
2. Exercise leadership in vision, planning, policy making, evaluation, and advocacy on behalf of the students and district, not in managing the day-to-day operations of the district.
3. We will communicate positively about other school committee members, staff, and the system. As advocates for Newburyport Public Schools and public education, we readily accept our roles promoting support for public education and spreading the news of our success.
4. Conduct its business through a set agenda. Emerging items will be addressed in subsequent meetings through agenda items, with the exception of items that are time sensitive or require urgent attention.
5. Provide full disclosure. Each member will provide input, encouragement, express concerns and positions rather than withhold information from other members. When a school committee member feels that there has not been full disclosure, an objective process for revisiting the issue will be used.
6. Maintain an open environment where each member is empowered to freely express opinions, concerns, and ideas. School committee members will engage in active listening to clarify and restate discussions in order to strive for full understanding. We will provide continuing education opportunities and support to each other, striving to build trusting relationships.
7. Keep an open mind and accept that they can change their opinions by recognizing that they are not locked into their initial stated positions.
8. Make decisions on information and not on personalities. School committee members will act with the best information available at the time considering data, the superintendent's recommendations, proposals, and suggestions. School committee members will strive to make the best decisions at the time, without waiting for the perfect decision.
9. Debate the issues, not one another. The school committee will engage in critical and creative thinking, expecting all school committee members to freely offer differing points of view as part of the discussion, prior to making a school committee decision.
10. Be clear about, and stay true to, the role of the school committee. Not take unilateral action. A committee member's authority is derived through the majority of the school committee acting as a whole during an open public meeting. We will reach decisions by consensus, and individual members will publicly abide by those decisions, speaking with one voice, once a vote is taken. We will recognize a single official "voice" of the school committee.
11. Attend meetings on time and well prepared to discuss issues on the agenda, and will be prepared to make decisions, striving for efficient decision making.
12. Strive to have no surprises for the committee or superintendent. Surprises will be the exception. All members will provide and receive the same information in a timely manner.
13. Respect all persons presenting to the school committee.
14. Follow the chain of command and direct others to do the same. Personnel complaints and concerns will be directed to the superintendent.
15. Review and revise operating principles, as needed, as part of the school committee's self-evaluation.

16. Recognize that all communications created and received to our district email accounts are public documents, unless a specific statutory exemption applies.
17. Refrain from reading or sending electronic communications, and remain off of all social media platforms during meetings, in the interest of transparency.

**References:**

SOURCE: Newburyport School Committee

**Version Control**

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016
Revised	5/3/2021



## **Newburyport School Committee**

***The School Committee has been given the following policies:***

School Committee Member Ethics Policy (BCB)

School Committee Operating Principles & Norms of Interaction Policy (BCC/BCD):

**These policies have been reviewed and accepted at Organizational School Committee meeting of \_\_\_\_\_.**

\_\_\_\_\_  
Mayor Sean Reardon, Chair

\_\_\_\_\_  
Sarah Hall, Vice Chair

\_\_\_\_\_  
Brian Callahan

\_\_\_\_\_  
Steven P. Cole

\_\_\_\_\_  
Bruce Menin

\_\_\_\_\_  
Juliet Walker

\_\_\_\_\_  
Sheila Spalding