

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

**School Committee
Business Meeting**

Monday, March 15, 2021

6:30 PM

SC Packet Checklist:

- SC Business Meeting Agenda 3-15-2021**
- SC Meeting Agenda Notes 3-15-2021**
- SC Business Meeting minutes 3-1-2021**
- SC Business Meeting minutes 2-1-2021 (amended)**
- FY22 Budget Information**
- Modified 2020-2021 School Calendar (DRAFT)**
- Fundraising Policies:**
 - Fundraising Policy (KHA)**
 - Public Gifts to the Schools Policy (KCD)**
 - Crowd Funding Policy (GBEBD)**

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting
Library of Nock Middle School, 70 Low Street, Newburyport **

AGENDA
Monday, March 15, 2021

6:30 PM

General Public Zoom

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

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

1. Call to Order & Pledge of Allegiance
2. Public Comment – *remote via Zoom*
3. *Consent Agenda (warrants and minutes of 3/1/2021, amend 2/1/2021) – *Possible Vote*
4. NHS Student Representative Report
5. FY22 Budget Update
6. Special Education / In-Person Learning Update
7. *2020-2021 School Calendar Modification - *Possible Vote*
8. *Clarification of Fundraising Policies vote on February 1st - *Possible vote*
 - a. Fundraising Policy (KHA)
 - b. Public Gifts to the Schools Policy (KCD)
 - c. Crowd Funding Policy (GBEBD)
9. Superintendent’s Report – *Superintendent Sean Gallagher*
10. New Business

Adjournment

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

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting
Library of Nock Middle School, 70 Low Street, Newburyport **

AGENDA NOTES
Monday, March 15, 2021

6:30 PM

General Public Zoom

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. ****NOTE:** Only committee members will meet in person for this meeting. The general public will continue to participate remotely. Meeting will be televised locally live on Comcast Channel 9 or via <https://ncmhub.org/share/channel-9/>.

Agenda:

2. **Public Comment** – *remote via Zoom*

3. ***Consent Agenda** (warrants and minutes of 3/1/2021, amend 2/1/2021) – *Possible Vote*
The public comments section of the February 1st meeting minutes were amended to remove identifying information.

4. **NHS Student Representative Report** - *Sierra Leahy*

5. **FY22 Budget Update**
Superintendent Gallagher will review the budget priority lists, budget update total, and reduction process.

6. **Special Education / In-Person Learning Update**
Nancy Koch, Director of Pupil Services will provide an update regarding special education students return to school for in-person learning. Planning for end-of-year school services is underway. Building principals will meet with parents at the April SEPAC meeting to share their plans for transitioning students from one level to the next. (i.e. Bresnahan to Molin, Molin to Nock etc.)

7. ***2020-2021 School Calendar Modifications** - *Possible Vote* *Superintendent Sean Gallagher*
Changes were made to the school calendar to accommodate full In-Person Learning.
MODIFIED Early Release dates: April 7 & April 14 (Bresnahan/Molin only), April 28, May 5, May 12, May 19, May 28, June 2 and June 9.
NOTE: May 28 will also cover the Good Friday date for AFSCME (that was originally scheduled for April 2)

8. ***Clarification of Fundraising Policies vote on February 1st** - *Possible vote* *Sheila Spalding*
The second read / vote on February 1st for the fundraising policies needs to be clarified as the wrong documents were used in the packet / meeting. The correct policies are from the December 21st meeting, and are included in this packet as follows:

- a. Fundraising Policy (KHA)
- b. Public Gifts to the Schools Policy (KCD)
- c. Crowd Funding Policy (GBEBD)

9. **Superintendent's Report** – *Superintendent Sean Gallagher will provide an update on the Fall 2 Athletic season and full student In-Person Learning*

Adjournment

*Possible Vote

FYI: Upcoming Dates: **Finance Subcommittee Meeting, Tuesday, March 16 at 8:15am**
 Policy Subcommittee Meeting, Monday, March 29 at 6:00pm
 School Committee Business Meeting, Monday, April 5 at 6:30pm
 School Committee Business meeting, Tuesday, April 27 at 6:30pm

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE BUSINESS MEETING
Monday, March 1, 2021**

Meeting Convened at 6:33 PM

Mayor Donna Holaday / Brian Callahan Presided

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

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

Mayor Donna Holaday called the Business Meeting of the Newburyport School Committee to order at 6:33 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:

There was no public comment at this time.

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.
\$3,102.64

Roll Call Vote:

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

Motion Passed Unanimously

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.
\$315,632.60

Roll Call Vote:

Bruce Menin	Yes
Brian Callahan	Yes

Steve Cole Yes
Sean Reardon Yes
David Hochheiser Yes
Mayor Holaday Yes
Sheila Spalding Yes

Motion Passed Unanimously

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

VOTED: To approve, receive and forward to the City Auditor to make payment and deduct the funds from the school's account.
\$14,264.96

Roll Call Vote:

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

Motion Passed Unanimously

NHS STUDENT REPRESENTATIVE REPORT:

There was no report at this time.

GIRLS ICE HOCKEY STUDENT ACTIVITY ACCOUNT REPORT:

Brian Callahan said the new hockey team at the high school requires a student activity account.

Motion:

On a motion by **Sean Reardon** and seconded by **Sheila Spalding** it was

VOTED: To approve the request by the Girls Ice Hockey Team to open a Student Activity Account.

Roll Call Vote:

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

Motion Passed Unanimously

SCHOOL IMPROVEMENT PLANS (SIP) UPDATES:

Building Principals Andy Wulf/High School, Lisa Furlong/Nock Middle School, Tara Rossi/Molin Upper Elem., Tim Miller/Bresnahan (Gr 1-3) and Amy Sullivan/Bresnahan (Gr pK-K) updated the School Committee on SIP goals and the budget process as follows:

Bresnahan School Improvement Plan Highlights and Budget Connections

- School Improvement Plan Priorities
- Curriculum, Planning and Assessment Goal: Refine and enhance our Response to Intervention Program (RTI)
- Teaching and Learning Goal: Increase the number of students reading at grade level by 20% through implementation of new Word Study Program, WIN block, and tiered literacy support.
- Social Emotional Goal: Implement a Safe and Supportive School Environment
- Family and Community Engagement Goal: Continue to develop professional relationships amongst staff that support the pK-3 school community.
- Summary of 2021-22 Budgetary Impacts

Molin School Improvement Plan Highlights and Budget Connections

- Academic Goal: 100% of students will demonstrate student growth as measured by common assessments within their content area.
Collaborative teams will meet regularly to review student data (including: STAR 360, student work teacher developed formative & summative assessments) to identify instructional goals as well as plan and implement appropriate instruction, interventions & enrichment.
- Academic Goal: 100% of students will demonstrate student growth as measured by common assessments within their content area.
Continue to Implement reciprocal teaching, Keys to Literacy Vocabulary & Comprehension, and Blooms Taxonomy strategies into all curriculum areas, specifically, literacy blocks.
- Academic Goal: 100% of students will demonstrate student growth as measured by common assessments within their content area.
Continue work with consultants on identifying the variety of reading and language-based disabilities and matching appropriate programs to the specific student profile.
- Academic Goal: 100% of students will demonstrate student growth as measured by common assessments within their content area.
Increase the number of students receiving academic intervention in both math and literacy.

- Social Emotional Goal: Implement a Safe and Supportive Environment. Continue implementation of PBIS.
- Social Emotional Goal: Implement a Safe and Supportive Environment, Continue staff education on safe and supportive schools (trauma-sensitive schools) impact of trauma on learning, and mindfulness.
- Social Emotional Goal: Implement a Safe and Supportive Environment. Begin Cultural Competencies work with staff.

Rupert A. Nock Middle School
School Improvement Plan Overview

- Goal I - Instructional Leadership
- Goal II - Support Measurable Academic Improvement
- Goal III - Professional Learning Communities
- Goal IV - Guaranteed and Viable Curriculum
- Goal V - Safe and Supportive School Community
- Meeting our 2021-22 SIP Goals
- Other SIP Priorities

Newburyport High School

- Our Focus Readiness, Growth, Voice
- Our Process
- 2020-22 Improvement Goals
- Budget Additions to Support Goals

Mayor Holaday questioned Literacy Goal - increase by 20% reading at base level - do you have what it is now. Ms. Sullivan explained there is a slight dip.

Sean Reardon commented on wonderful implementing foundations - Tier II Interventions.

David Hochheiser asked the following:

- Explain the difference between coach and interventionist
- Re: third grade position
- Enrollment kindergarten
- Learning needs - what % of our kids trend at grade level. Answer - we make gains every year at the end of year.

Sean Reardon asked:

- Math Intervention Program (Molin)
- Are there grants out there?

Sheila Spalding asked regarding:

- Swiss program
- BIMES

Sean Reardon asked regarding:

- Restorative Justice at Nock School - great program - vital
- World Language at Nock what is the plan?

David Hochheiser commented on the Performing Arts Program - we need to build a stronger program.

Mayor Holaday questioned the following at NHS:

- If we don't pay for PSAT, than we don't have access to the data.
- Dual Credit - Endicott College, NECCO and Southern NH University - she stated she was very pleased that we have collaboration with these.
- What are courses at Endicott - Answer - Criminal Justice, Sociology
- Internships
- PSAT data

David Hochheiser questioned the following at NHS:

- Economically disadvantaged kids - dual enrollment classes
- Testing
- Language - in earlier years

Sean Reardon asked re: dialogue coach

Sheila Spalding asked re: dual enrollment - how selected.

Superintendent Gallagher said 1st phase - enhance dual enrollment opportunities, internship program - they continue to evolve

SEPAC MID-YEAR REPORT SUMMARY:

Sheila Spalding introduced Lauren Hajjar, co-chair of SEPAC who provided a summary of the Newburyport SEPAC Mid-Year Progress report.

REVISION TO SCHOOL COMMITTEE MEMBER ETHICS POLICY (BCB):

David Hochheiser said this policy was revised to include item "g" in Section 1.

Motion:

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

VOTED: To approve the revision to the School Committee Ethics Policy (BCB) to include item "g" in Section 1.

Roll Call Vote:

Mayor Holaday	Yes
David Hochheiser	Yes
Steve Cole	Yes
Sheila Spalding	Yes

Brian Callahan **Yes**
Sean Reardon **Yes**
Bruce Menin **Yes**

Motion Passed Unanimously

**COMBINE SCHOOL COMMITTEE NORMS OF INTERACTION POLICY (BCC)
WITH THE SCHOOL COMMITTEE OPERATING PRINCIPLES POLICY (BCD):**

David Hochheiser explained that the title and contents of Policy “BCD” was changed due to merging with policy “BCC”.

Bruce Menin inquired will these be in the form of a document that we will sign?

David Hochheiser explained.

Motion:

On a motion by **Bruce Menin** and seconded by **David Hochheiser** it was

VOTED: To approve the School Committee Norms of Interaction Policy (BCC) with the School Committee Operating Principles Policy (BCD) as amended - (BCC) by merging it into (BCD) Then renaming the document BCC / BCD.

Roll Call Vote:

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

Motion Passed Unanimously

SUPERINTENDENT’S REPORT:

Superintendent Gallagher reported on the following:

- COVID Update
- Mitigation Strategies
- Surveillance Pooled Testing
- NPS Staff Vaccination Plan
- Social Distancing Parent Survey Results
- Masks, Hand Hygiene, Contact training monitoring
- Data Tracker

- Cohort Grouping
- In-Person Learning recommendation: Phase One
- We are in a good place

Sean Reardon asked about an extra meeting next week. **Superintendent Gallagher** said this is a phased in plan.

Sheila Spalding questioned high needs students. **Superintendent Gallagher** said this was another layer of students - some on IEPs, Social Emotional - a mixture.

NEW BUSINESS:

Bruce Menin commented that as we're moving towards more in-person - get back into face-to face-meetings.

Mayor Holaday said the last meeting in March will be held at the Senior Community Center.

David Hochheiser asked if this was going to be city wide? **Mayor Holaday** said no because of the space constraints at City Hall.

Sean Reardon spoke re: Community Forum - Michael Eatman

ADJOURNMENT:

Motion:

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

VOTED: To adjourn the Business Meeting of the Newburyport School Committee at 9:38 PM.

Roll Call Vote:

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

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE BUSINESS MEETING - amended
Monday, February 1, 2021
REMOTE**

Meeting Convened at 6:36 PM

Mayor Donna Holaday / Brian Callahan Presided

Present: Mayor Donna Holaday, Brian Callahan, Steve Cole, Sheila Spalding, Bruce Menin, David Hochheiser 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 6:36 PM. Roll Call found all members present. All those present stood for the pledge of allegiance to the Flag.

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

GOOD NEWS:

Superintendent Sean Gallagher announced the district will contract with Cataldo Ambulance to vaccinate the NPS faculty and support staff at the end of February, as part of Phase II protocols. He is very proud of all the hard work done by Cathy Riccio, Mayor Holaday, and the community to make this happen. Mayor Holaday stated she is pleased with Cataldo and is excited about the plan.

PUBLIC COMMENT

Amy LeBlanc of 18 Woodman Way, Apt. 1: Recently there was three weeks of remote learning, which started on December 21 through January 15. I first want to start off by saying how wonderful the teachers and staff have been, and how low the numbers have been. They have been amazing. I also work in a school, and I understand how these unprecedented times that it's hard to get all the kids in. I understand that there's approximately 150 kids across the district that are in Cohort C and with the schools empty, for the most part, except for those sub separate classrooms, I don't see why we can't spread the kids out amongst the schools and have those instructional assistants helping those kids that are in Cohort C. So I have one question: Why is it okay for students in Cohort C allowed to be out of school and do remote learning? Thank you for your time, and I hope that in the future we have remote learning again, that's not snow day related, that we can have all Cohort C kids in the buildings.

CONSENT AGENDA

Warrants:

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

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$1,663.85

Motion Passed Unanimously

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

VOTED: To approve, receive and forward to the City Auditor for payment the
\$17,595.38

Motion Passed Unanimously

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

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$291,686.22

Motion Passed Unanimously

Minutes

Motion

On a motion by **Sean Reardon** and seconded by **Sheila Spalding** it was

VOTED: To approve, receive and file the School Committee Business Meeting minutes of Monday, January 4, 2021.

Motion Passed Unanimously

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

VOTED: To approve, receive and file the School Committee Retreat minutes of Wednesday, January 13, 2021.

Motion Passed Unanimously

NHS Student Representative Report – Sierra Leahy

Congratulations to the NHS Real World Design Challenge team for winning the state competition: Emma Keith, Caroline Doyle, John Donovan, Oliver Pons, Tyler Cowles, Zach Wilson and Coach Sarah Leadbeater. This year's challenge was to design an unmanned aircraft system, otherwise known as a drone, to include creating a theory of operation and a business plan for the commercial operations for safe package delivery in an urban setting. Winning the state challenge distinguishes the students as being among the nation's best and brightest and the new report team will now compete against national and international challengers in a virtual format for the top award.

High school students continue to engage in its dialogue around Just Mercy. Several community groups have been reading the book alongside the students and will participate in a community dialogue on

February 10. Teachers who have been trained by Essential Partners will facilitate the conversation.

Winter sports teams continue to do well. Boys and girls basketball and boys hockey are undefeated. Girls hockey is 2-2-1 and are coming off a great win against Masco. Girls swim 3-1 and Boys Ski is 1-2 and Girls Ski is 2-2.

International Trip – Greece

Principal Wulf explained that the trip is not going to be as viable. Ms. Maconi met with all the families involved with the trip, and many are going to be taking the voucher. They wish to seek a postponement of the Greece trip from this school year to 2022.

Motion

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

VOTED: To postpone the high school's Greece trip from this school year to April 2022.

Motion Passed Unanimously

Finance Report

Steve Cole reported that the Finance Subcommittee met on January 19th. Meeting minutes were distributed. The meeting included a review of current fundraising and the financial loss update for Food Service. In addition, transfers were made to meet increased software costs and also to support school lunch/food services.

David Hochheiser asked about the fundraiser for \$6K. Answer: Golf tournament to benefit boys' soccer for new uniforms, practice shirts, jackets and awards. **Steve Cole** will find out if there was any revenue and will discuss at the next Finance meeting.

David Hochheiser asked about the deficit in Food Service. **Steve Cole** explained if we have full participation, then we generate more refunds from the Federal Government for school lunch program.

Nancy Lysik explained we get reimbursed for every meal we sell, but with fewer students in, fewer lunches are issued, so reimbursements are down. Food Service is doing all they can to make the revenue up in other ways.

Donna Holaday asked if furloughed staff in December was impacting the bottom line. **Nancy Lysik** stated some café staff has been furloughed and hours cut. However, unemployment related costs must be paid, as well as longevity. The amount we're saving is just not making up for the amount of lost lunches.

Superintendent Gallagher commented that many superintendents in the Commonwealth are talking about problems with reimbursements with the lunch program from the Federal Government.

Nancy Lysik said the State just issued today that the food service contract will be extended for one more year through June of 2022.

David Hochheiser asked if a system has been worked out for kids to eat breakfast in the morning. Answer: Yes.

Amend Request to Repair Tennis Courts

Rosemary Turgeon and Greg Lynch explained that the original project was to upgrade the two existing tennis courts. They discussed that plan, as well as their grant writing activities. Currently, there has been interest to possibly expand the project to include creating three additional courts. If they are able to secure funding for three more courts down the road, could they have permission to put three more tennis courts on that piece. They are working with the Parks Dept. to write a CPA grant.

Committee discussion included possible locations for three new tennis courts, if there was opportunity to do so.

Donna Holaday asked if the courts had to be contiguous. Answer: no.

David Hochheiser is a little concerned switching to a vote for five courts without really seeing a plan for it. He is also concerned about funding.

Bruce Menin is concerned with losing the field. He wouldn't want to see two courts, then three new ones later in the same spot.

Bruce Menin feels a multi-tiered, multi-year plan is the way to go and suggests meeting with the Superintendent to walk the land.

Motion

On a motion by **Bruce Menin** and seconded by **Brian Callahan** it was

VOTED: To give the Friends of Newburyport Nock Tennis Courts permission to restore the two tennis courts adjacent to the softball field and to explore building three additional tennis courts on the Low Street / Toppans Lane piece of land.

Motion Passed Unanimously

Fundraising Policies

Sheila Spalding read the three policies. She also stated that the Fundraising Permission form should be distributed to all organizations.

Brian Callahan asked if the form will be publicly posted. Answer: Yes.

Motion

On a motion by **Bruce Menin** and seconded by **Donna Holaday** it was

VOTED: To adopt the Crowdfunding Policy (GBEBD) as written.

Motion Passed Unanimously

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

VOTED: To adopt the Public Gifts to Schools Policy (KCD) as written.

Motion Passed: 6 in favor; Bruce Menin abstained

On a motion by **Bruce Menin** and seconded by **Donna Holaday** it was
VOTED: To adopt the Student Fund-Raising Policy (JJE) as written.

Motion Passed Unanimously

Response to letter from MASC & MASS to Governor Baker

Steve Cole would like to modify the ending of the first sentence in paragraph three to include:
teachers, and the state are all working together, on behalf of the children and students.

After a group discussion, it was decided to modify the sentence to say:

“teachers, staff and the state are all working together for the benefit of our children.”

Superintendent’s office will prepare four copies of the final letter on School Committee letterhead. All SC members will sign the letter.

Motion

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

VOTED: To accept the letter with the minor modification.

Motion Passed Unanimously

School Committee Retreat Recap

Bruce Menin provided a brief summary of the workshop that was facilitated by Dorothy Presser of the Massachusetts Association of School Committees. The workshop was very helpful and helped to clarify the roles and responsibilities of the committee, as well as the job of the superintendent.

Bruce asked Superintendent Gallagher to post Dorothy Presser’s workshop materials, along with the minutes, on the website.

Renaming Rupert A. Nock Middle School discussion

Sean Reardon opened the conversation by stating he feels it is important to talk about Frank Cousin Jr.’s MLK speech at the Unitarian Church on January 17 and Charlie Collin’s letter to the Daily News regarding the Cousin family’s experience in 1941.

After much discussion and sharing of ideas, the Committee feels a conversation is needed, preferably in a public forum to include guest speakers. **Donna Holaday** and **Superintendent Gallagher** could speak with Michael Eatman as a possible facilitator as he is an independent person, and has been doing work with the school and city.

Superintendent Gallagher stated he could also contact Essential Partners who are skilled in facilitating community dialogue.

Student Opportunity Act Plan (SOA)

Superintendent Gallagher explained the plan basically is for additional funding that will be used to enhance two positions, a full-time reading coach working with the Faculty and a full-time reading interventionist working with the students. He also suggested that the Literacy Coordinators can do an in-depth presentation regarding the plan at a future school committee meeting.

Motion

On a motion by **Donna Holaday** and seconded by **Bruce Menin** it was

VOTED: To approve the Student Opportunity Act plan.

Motion Passed Unanimously

Superintendents Report

COVID Update

- Surveillance testing was completed on staff.
- NPS faculty and support staff will be vaccinated at the end of February.
- Cathy Riccio and the Medical Team are reviewing options for Pool testing for student groups which would provide important data to aid in decision making.
- The Medical Advisory Team continues to meet each Wednesday to review trends and discuss options available for surveillance testing and COVID vaccinations.

Professional Development

- Michael Eatman continues to do cultural competency work on a regular basis with the Leadership team and building administrators.

NEF

- The NEF continues to be a very strong supporter of our school system and community, donating over \$200K for various projects and enhancements. Superintendent Gallagher is extremely thankful for them.

Budget

- Budget meetings were held last week and more will be held this coming week. A preliminary budget is being developed and will be presented at the February 23rd meeting.

Enrollments

- Five students were homeschooled last year. This year 47 students being homeschooled, which is COVID related.
- Last year 234 students district-wide attended private schools. This year we have 211. More and more families are staying in Newburyport Public Schools, which Superintendent Gallagher thinks is a testament of the hard work of Faculty and support staff and the education that we're offering.

School Choice

- Data from last year as well as this year will be looked at, and then grades will be looked at to see if anything can be opened for school choice.

David Hochheiser asked for clarification for the COVID vaccination dates. **Superintendent Gallagher** explained that if we are able to, we will use Moderna, and they are looking at the last week of February for the 1st dose (estimate Feb. 24th) and the 2nd dose would be one month later.

Sean Reardon asked if there was any kind of early guidance from the Commissioner's Office as there must be other schools looking for ways to vaccinate their staff. Answer: Nothing specific known at this point, but at the last meeting with the Commissioner, he was hinting towards taking a look at those guidelines.

Donna Holaday gave a brief COVID update for the city. The Senior Community Center will start vaccines on February 12 and will run through April 16, Monday through Friday. The biggest concern for everybody is whether or not we can get vaccines, and that's what will impact whether or not we can get teachers vaccinated or, at least as many as possible, even if we have to break it up into different groups until we can get the vaccine.

New Business

Sean Reardon and **Bruce Menin** suggested future meeting agenda items could be topics to tackle in public forums or working meetings we'd like to try to schedule this year, and looking at Mike Lukens calendar.

Sean Reardon suggested a future topic could be a public forum around diversity equity inclusion.

Brian Callahan would like to try Trello, a project management tool. It would not be an AOL violation to have it. Everyone will be able to log in, add things, and at a glance see where things are at. He will start set up this week.

ADJOURNMENT

On a motion by **Donna Holaday** and seconded by **Brian Callahan** it was

VOTED To adjourn the Organizational Meeting of the Newburyport School Committee
at 8:29PM.

Motion Passed Unanimously

**School Committee Budget
Revenue & Expenses
FY20 - FY22**

Revenue

Revenue Source	FY20 Adopted	FY21 Adopted	FY22 Proposed	Change	%
City Appropriation	\$ 30,765,762.09	\$ 31,962,563.76	\$ 33,245,466.24	\$ 1,282,902	4.01%
Medicaid	\$ 110,000	\$ 110,000	\$ 110,000	\$ -	0.00%
Total City Appropriation	\$ 30,875,762	\$ 32,072,564	\$ 33,355,466		0.00%
Choice Tuitions	\$ 122,747	\$ 228,516	\$ 300,000	\$ 71,484	31.28%
Fund Balance	\$ 580,170	\$ 798,439	\$ 703,829	\$ (94,610)	-11.85%
Circuit Breaker	\$ 902,299	\$ 1,124,900	\$ 1,109,318	\$ (15,582)	-1.39%
ABLE Grant (94-142)	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	0.00%
Title 1	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.00%
Athletic Receipts & Fees	\$ 296,500	\$ 296,500	\$ 296,500	\$ -	0.00%
Transportation Fees	\$ 200,000	\$ 105,000	\$ 180,000	\$ 75,000	71.43%
Swasey	\$ 113,000	\$ 140,000	\$ 140,000	\$ -	0.00%
Kindergarten Revolving	\$ 329,240	\$ 50,000	\$ 300,000	\$ 250,000	500.00%
Fund Balance	\$ 50,000	\$ -	\$ -	\$ -	0.00%
Pre-School Revolving	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.00%
Total Revenue	\$ 34,369,718	\$ 35,715,919	\$ 37,285,113	\$ 1,569,194	4.57%

Expenses

Cost Center	FY20 Adopted	FY21 Adopted	FY22 Proposed	Change Adopted/Proposed	
Bresnahan School	\$ 7,170,635	\$ 7,432,159	\$ 7,955,734	\$ 523,576	7.04%
Upper Elementary	\$ 3,304,494	\$ 3,423,821	\$ 3,697,967	\$ 274,147	8.01%
Middle School	\$ 5,067,206	\$ 5,374,717	\$ 5,542,836	\$ 168,118	3.13%
High School	\$ 8,611,304	\$ 9,017,881	\$ 9,475,383	\$ 457,502	5.07%
System-Wide	\$ 10,216,078	\$ 10,467,342	\$ 11,007,055	\$ 539,713	5.16%
Total Expenses	\$ 34,369,718	\$ 35,715,919	\$ 37,678,975	\$ 1,963,055	5.50%

Shortfall \$ (393,861)

Increase in Staffing

FTB	Grade 3 Teacher	\$	65,000		
	Tech Integrator (Page)	\$	65,000		
	Math Instructional Coach	\$	-		(ESSER)
				\$	130,000
Molin	Interventionist	\$	-		(ESSER)
	Language Based Teacher	\$	65,000		
	1.4 Instructional Asst	\$	29,330	\$	94,330
Middle	Increase SLP from .7 to 1.0	\$	26,336		
	2.0 Spanish Teachers				<i>moved to priority #1</i>
	.6 Reading Teacher	\$	38,585	\$	64,921
High	College & Career Counselor	\$	65,000		
	.1 Reading Teacher increase	\$	7,300		
	.2 Math Teacher	\$	13,000	\$	85,300
District	Digital Learning & Communication Director	\$	-		<i>change in existing position</i>
	.5 OOD & Gr 8 Caseload	\$	32,500		
	Literacy Coordinator Gr 6-12 <i>(change in existing position)</i>	\$	-		<i>moved to priority #1</i>
	Behavioral Health Specialist	\$	50,000		(1/2 ESSER)
				\$	82,500
Total Increase in Staffing Costs				\$	457,051

Priority List #1

#1	Literacy Coordinator 6-12	\$	80,000
#2	Spanish Teacher 2.0	\$	130,000

Priority List #2

Priority List #3

Totals \$ 130,000

\$ -

\$ -

Budget Process - Reductions

Beginning Budget

2/22/2021
Shortfall \$ **1,430,181**

2/25/2021
City increase in Appropriation \$ 292,063

3/8/2021

2.0 Spanish Teachers	\$ 130,000	Moved to Priority List
1.0 Literacy Coordinator 6-12	\$ 80,000	Moved to Priority List
1.5 Instructional Aides @FTB	\$ 31,425	Not needed
1.5 Instructional Aides @Middle	\$ 31,425	Not needed
.5 Payroll	\$ 20,000	Savings in other areas
Digital Learning	\$ 20,000	Savings in other areas
Behavioral Specialist	\$ 50,000	ESSER
	\$ 362,850	

Revenue

Choice Tutition	\$ 49,000	Increase in FY21 Revenue
Added to Choice Fund Balance	\$ 200,000	Additional savings in FY21

<i>Bresnahan</i>	\$ 10,910
<i>Middle</i>	\$ 4,000
<i>Molin</i>	\$ 13,500
<i>High</i>	\$ 40,015
<i>Curriculum Supplies</i>	\$ 41,325
<i>Other Savings</i>	\$ 22,657
Reductions in Supplies & Materials	\$ 132,407

Current Shortfall \$ **393,861**

NEWBURYPORT PUBLIC SCHOOLS

School Calendar

2020 - 2021



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

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

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

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

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, Aug. 31 First Day of School for Teachers
 Aug 31 thru Sept 15 Staff Development Days (no students)
 Friday, Sept. 4 NO SCHOOL (NS)
 Monday, Sept. 7 NO SCHOOL - Labor Day Holiday Observed
 Wed., Sept. 16 First Day of School for all Grades pK-12
 Oct. 12 NO SCHOOL - Columbus Day Observed
 Nov. 11 NO SCHOOL - Veteran's Day Observed
 Nov. 26 & 27 NO SCHOOL - Thanksgiving Break
 December 24 thru January 1 NO SCHOOL - Holiday Break
 January 4 SCHOOL RESUMES
 Jan. 13 - NO SCHOOL for Students - Staff Development Day
 January 18 NO SCHOOL - MLK, Jr. Holiday Observed
 February 10 Early Release Day (ER) (for staff development)
 February 15 thru 19 NO SCHOOL - Winter Break
 April 19 thru 23 NO SCHOOL - Spring Break
 May 28* AFSCME (ER—Good Friday date moved)
 May 31 NO SCHOOL - Memorial Day Observed
 June 6 Graduation Day - Class of 2021
 **June 11 Projected Last Day for Preschool & Kindergarten
 June 16 Projected Last Day (Grades 1-12) - Early Release Day

MODIFIED Early Release Days due to full In-Person Learning: April 7 & 14 (Bres/Molin only), April 28, May 5, May 12, May 19, May 28, June 2, June 9 and June 16

ER - OTHER EARLY RELEASE DAYS (staff & students)
 Wednesday, November 25 Thanksgiving Break
 Wednesday, December 23 Holiday Break

G = Graduation Day - Class of 2021 on Sunday, June 6 11AM

SPECIAL NOTATION: (Calendar is subject to change)

Voted By School Committee 4/28/2020; Updated by Vote 8/3/2020, 9/8/2020, and 12/7/2020

FUNDRAISING IN NEWBURYPORT PUBLIC SCHOOLS

Section K: Community Relations	File: KHA
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The School Committee will place limits on commercial activities and fund-raising activities in the schools for the following reasons:

1. The school system should provide students, parents, and employees some measure of protection from exploitation by commercial and charitable fund-raising organizations.
2. The school system should not give the public the impression of generally endorsing or sanctioning commercial and fund-raising activities.
3. Commercial and fund-raising activities may disrupt school routine and cause loss of instructional time.

Following these guiding statements, the Superintendent and Principals may permit occasional commercial or fund-raising activities related to the objectives of the schools with the following exceptions:

- No direct solicitation of students or employees may take place without School Committee permission.
- No general or class distribution of commercial or fund-raising literature may take place without School Committee permission.

For the purposes of this policy, local PTO groups and groups representing school system employees will be considered "school groups" and will be governed by the Committee's policy on staff solicitations.

All requests to hold fund-raisers will be given to the appropriate building principal and athletic director (when applicable) by the following dates for approval (July 15 for fall activities, December 15th for spring).

- Reporting form will include:
 - Purpose
 - Monetary goal
 - Allocation time table
 - Duration and other time considerations
 - Methods
 - Whether or not regular budget channels have been requested
 - Who's raising the money (students, families, or other)
 - Inclusivity to all students (differently wired, equity; how much is being asked of families)
 - Whether or not it adheres to models of environmental sustainability. (Avoid disposable swag)
- Administration will assess the following items. Anything that feels like a stretch of these boundaries should be brought to central office for further discussion / approval:
 - Nutritional factors (Does this involve selling and/or distributing junk food)
 - Equity (financially). Does this model ask students to raise money in amounts or means that they may be considered an excessive burden?
 - Does this ask similar parents to consecutively and/or concurrently raise money for multiple causes
 - All fundraising is voluntary
 - Are all students fundraising directly involved in the benefits of the fundraising?
 - Is it possible and appropriate to fund this need through a district budget? This should be a consultation with central office if needed.
 - Class time will not be sacrificed for fund-raising.
 - Transparency of the use(s) intended for funds being collected
 - No fundraising signage on school grounds during school time.

- Is the money being raised for actual needs that are commensurately appropriate to the time spent by each student?
- Principals report their approved list of fundraisers to the finance subcommittee at the beginning of August and January as well as reports sent on after each fundraiser's completion.
- District should consider / look for opportunities for philanthropic work.
- Superintendent has discretion to allow additional standard approval agreements with consistently contributing organizations and events as well as one-time approvals throughout the year.
 - Long-term organizations (NEF, Athletic Boosters, Alumni Org)
 - PTOs
 - Clubs and teachers
- Repeat fundraising should be considered for future budget items. Finance ought to consider those fundraisers being done to make recommendations for budget items.

SOURCE: MASC

LEGAL REF.: M.G.L. [44:53A](#)

CROSS REFS.: [GBEBC](#), Staff Gifts and Solicitations

[JJE](#), Student Fund-Raising Activities

[JP](#), Student Gifts and Solicitations

[KHB](#), Advertising in the Schools

Version Control

Action	Date
First Reading	10/16/2017
Second Reading	11/6/2017
Adopted	11/6/2017
Revised First Reading	12/21/2020
Second/Adopted	

Fundraising in Newburyport Public Schools

~~PUBLIC GIFTS TO THE SCHOOLS~~

Section K: Community Relations

File: KHA

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LEGAL REF: M.G.L. [44:53A](#)

CROSS REFS.: [GBEBC](#), Staff Gifts and Solicitations

[JIE](#), Student Fund-Raising Activities

[JP](#), Student Gifts and Solicitations

[KHB](#), Advertising in the Schools

Version Control

Action	Date
First Reading	10/16/2017
Second Reading	
Adopted	

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Add to KHA
Fundraising

- Long-term organizations (NEF, Athletic Boosters, Alumni Org)
 - PTOs
 - Clubs and teachers
-
- Repeat fundraising should be considered for future budget items. Finance ought to consider those fundraisers being done to make recommendations for budget items.

PUBLIC GIFTS TO THE SCHOOLS

Section K: Community Relations	File: KCD
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The Superintendent and School Committee will have authority to choose to accept any gifts and offers of equipment or money from groups outside of the recognized long-term organizations (eg NEF, PTO, Alumni Association) for the schools in the name of the Committee when the gift is valued at more than \$5000. Any gift being made under that value will be at the discretion of the Superintendent or designee.

No extensive advertising or promotion may be involved in any donation to the schools without School Committee approval. For the purpose of this policy, "extensive" will mean something that community members can be exposed to both consistently and prominently.

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

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

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

SOURCE: MASC October 2016

LEGAL REF.: M.G.L. [71:37A](#)

Version Control

Action	Date
First Reading	10/16/2017
Second Reading	11/6/2017
Adopted	11/6/2017
Revised First Reading	12/21/2020
Second/Adopted	

PUBLIC GIFTS TO THE SCHOOLS

Section K: Community Relations

File: KCD

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~~No in the case of gifts from industry, business, or special interest groups, no~~ extensive advertising or promotion may be involved in any donation to the schools. ~~without school committee approval.~~ For the purpose of this policy, “extensive” will mean something that community members can be exposed to both consistently and prominently.

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LEGAL REF: M.G.L. [71:37A](#)

Version Control

Action	Date
First Reading	10/16/2017
Second Reading	
Adopted	

PUBLIC GIFTS TO THE SCHOOLS

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Version Control

Action	Date
First Reading	10/16/2017
Second Reading	11/6/2017
Adopted	11/6/2017

CROWDFUNDING

Section G: Personnel Policies

File: GBEED

If any district employee seeks to use a crowd funding campaign to benefit the School district, they must obtain the approval of their building principal. It's important to note that any crowdfunding efforts must be for something that benefits entire classes or groups of students, not the teacher, if it's going to avoid becoming a conflict of interest. Crowdfunding includes the solicitation of goods, services, or money from a large number of people through any physical or electronic medium, including without limitation through any online service or other electronic network such as GoFundMe, Kickstarter, Indiegogo, YouCaring, and DonorsChoose.

SOURCE: MASC February 2018

LEGAL REF.: M.G.L. [71:37H](#)

Version Control

Action	Date
First Reading	5/21/18
Second Reading	6/18/18
Adopted	6/18/18
Revised First Reading	12/21/2020
Second/Adopted	

CROWDFUNDING

Section G: Personnel Policies

File: GBEED

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SOURCE: MASC February 2018

LEGAL REF.: M.G.L. [71:37H](#)

Version Control

Action	Date
First Reading	5/21/18
Second Reading	6/18/18
Adopted	6/18/18

CROWDFUNDING Section G: Personnel Policies File: GBEBD If any district employee seeks to use a crowd funding campaign to benefit the School district, they must obtain the approval of their building principal. ~~the Superintendent.~~ It's important to note that any crowdfunding efforts must be for something that benefits entire classes or groups of students, not the teacher, if it's going to avoid becoming a conflict of interest. Crowdfunding includes the solicitation of goods, services, or money from a large number of people through any physical or electronic medium, including without limitation through any online service or other electronic network such as GoFundMe, Kickstarter, Indiegogo, YouCaring, and DonorsChoose.

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

Version Control Action Date

First Reading 5/21/18

Second Reading 6/18/18

Adopted 6/18/18