

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

**School Committee
Organizational / Business Meeting
6:30PM**

Monday, January 6, 2025

SC Organizational / Business Meeting Agenda January 6, 2025

SC Organizational / Business Meeting Agenda Notes January 6, 2025

School Committee Member Policies Sign Off form

Policy BCA – School Committee Member Ethics

Policy BCC-BCD – School Committee Operating Principles & Norms of Interaction

2025 School Committee Subcommittee Assignments

SC Warrant January 6, 2025

SC Business Meeting Minutes December 18, 2024

FY '26 Preliminary Expense Projections

**Newburyport Public Schools
Newburyport, MA**

**School Committee Organizational / Regular Business Meeting
Monday, January 6, 2025**

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.

Please note: The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The meeting will be televised locally live on Comcast Channel 9 & streamed via <https://ncmhub.org/share/channel-9/>.

Organizational Meeting Agenda:

1. Call to Order & Pledge of Allegiance
2. *Viva-Voce Vote for 2025 Vice-Chair, *possible Vote*
3. School Committee Member Ethics (BCA) (read & sign off)
4. School Committee Operating Principles & Norms of Interaction (BCC-BCD)(read & sign off)
5. School Committee 2025 Subcommittee Assignments

Adjournment

Business Meeting Agenda

1. Call to Order
2. Public Comment
3. *Consent Agenda (Warrant and 12/18/24 Minutes) – *possible Vote*
4. Student Representative Report
5. FY'26 Preliminary Expense Projections
6. Subcommittee Updates
 - a. Finance Subcommittee – Brian Callahan
 - b. Policy Subcommittee – Juliet Walker
 - c. Communications Subcommittee – Andy Boger
7. Superintendent's Report
8. Follow-up:
 - a. SEPAC – Kathleen Shaw
 - b. NEF Update – Brian Callahan
 - c. Hybrid Meetings – Sean Gallagher
9. New Business

Adjournment

*Possible Vote

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
School Committee Organizational / Regular Business Meeting
Monday, January 6, 2025
6:30PM

Senior/Community Center, 331 High Street, Newburyport, MA 01950

AGENDA NOTES

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

Organizational Meeting Agenda:

2. *Viva-Voce Vote for 2025 Vice-Chair - *possible Vote*
3. School Committee Member Ethics (BCA) - *(acknowledge receipt, review and sign off)*
4. School Committee Operating Principles & Norms of Interaction (BCC-BCD) - *(acknowledge receipt, review and sign off)*
5. 2025 Subcommittee Assignments – *Mayor Sean Reardon will review the assignments.*

Adjournment

Business Meeting Agenda

3. *Consent Agenda (Warrant and 12/18/24 Minutes) – *possible Vote*
4. Student Representative Report: *NHS student will provide the report.*
5. FY'26 Preliminary Expense Projections: *Superintendent Gallagher will review preliminary expense projections identified during the development of the FY 26 LOS Budget.*
6. Subcommittee Updates
 - a. Finance Subcommittee – Brian Callahan
 - b. Policy Subcommittee – Juliet Walker
 - c. Communications Subcommittee – Andy Boger
7. Superintendent's Report: *Business Manager Update, Athletic Director Search Update, and District's Music Program*
8. Follow-up:
 - a. SEPAC – Kathleen Shaw
 - a. NEF Update – Brian Callahan
 - b. Hybrid Meetings – Sean Gallagher
9. New Business

FYI: Upcoming Dates:

- ✓ **NHS School Council meeting:** Tuesday, January 7 @ 5:00pm
- ✓ **Staff Development Day – no students:** Friday, January 10
- ✓ **School Committee Retreat:** Saturday, January 11 @ 10:00am
- ✓ **Policy Subcommittee meeting:** Monday, January 13 @ 7:00pm
- ✓ **Superintendent Advisory Council meeting:** Tuesday, January 14 @ 6:30pm
- ✓ **Finance Subcommittee meeting:** Thursday, January 16 @ 9:30am
- ✓ **Communications Subcommittee meeting:** Thursday, January 23 @ 6:30pm

*Possible Vote

Newburyport School Committee

The School Committee has been given the following policies:

School Committee Member Ethics Policy (BCA)

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

These policies have been reviewed and accepted at the Organizational School Committee meeting held on _____.

Mayor Sean Reardon, Chair

Sarah Hall, Vice Chair

Brian Callahan

Kathleen Shaw

Juliet Walker

Andrew Boger

Breanna Higgins

NEW POLICY (Replace BCB)

BCA: SCHOOL COMMITTEE MEMBER ETHICS

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 their relations with the community should:
 - a) Realize that their primary responsibility is to the children.
 - b) Recognize that their basic function is to the policy-making and not administrative.
 - c) Remember that they are 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 they represent 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 their 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 their relations with the 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 them 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 their relations to their fellow committee members should:

- a) Recognize that action at official meetings is binding and that they 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.

Adopted: May 15, 2023

SCHOOL COMMITTEE OPERATING PRINCIPLES & NORMS OF INTERACTION

Section B: School Committee Governance and Operations	File: BCC-BCD
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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

2025 School Committee Subcommittee Assignments

Teaching and Learning

Breanna Higgins- Chair

Kathleen Shaw

Sarah Hall

FinCom

Brian Callahan- Chair

Juliet Walker

Andy Boger

Communications

Sarah Hall-Chair

Andy Boger

Brian Callahan

Policy

Kathleen Shaw- Chair

Breanna Higgins

Juliet Walker

Superintendent Evaluation

Mayor Sean Reardon

NEF (selected and voted on by NEF) - Brian Callahan

SEPAC- Kathleen Shaw

School
Committee
Warrant

FY25-WARRANT 8139

January 6, 2025

Warrant 8139 \$ 273,160.16

TOTAL of Warrant \$ 273,160.16

NEWBURYPORT SCHOOL COMMITTEE BUSINESS MEETING
Newburyport High School, 241 High Street, Newburyport, MA 01950

Wednesday, December 18, 2024

Present: Mayor Sean Reardon, Sarah Hall, Juliet Walker, Brian Callahan, Kathleen Shaw, and Breanna Higgins

Absent: Andy Boger

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Sean Reardon called the School Committee Business meeting of the Newburyport School Committee to order at 6:32 PM. Roll call found all members present, except Andy Boger. All those present stood for the Pledge of Allegiance. At this point in the meeting, Sarah Hall took over.

Public Comments: none

CONSENT AGENDA

Warrants: none

Minutes

Motion:

On a motion by Mayor Reardon and seconded by Brian Callahan it was

VOTED: to accept the minutes of the November 15, 2024 Special School Committee Business meeting as presented.

Motion Passed
Andy Boger absent

Motion:

On a motion by Mayor Reardon and seconded by Kathleen Shaw it was

VOTED: to accept the minutes of the December 2, 2024 School Committee Business meeting as presented.

Motion Passed
Andy Boger absent

Student Representative Report:

Theo Roberts presented the student report that included the MA Audubon classroom program at the Bresnahan, "Holidays Around the World" doors at the Molin, a Career Speaker Series update at the Nock, and the Mock Trial Team preparations at the high school.

Education Commonwealth Project Presentation

Superintendent Sean Gallagher introduced Peter Piazza, Director of School Quality Measures, and Julie Spencer-Robinson, Ph.D., Head of Strategy and Operations from the Education Commonwealth

Project. Their presentation included the company's mission, background, funding sources, partners and ECP / MCIEA membership information. They spoke of the School Quality Measures framework and data dashboard, and shared strategies and tools they are using with schools throughout the state. The presentation was followed by a Q&A session.

SUBCOMMITTEE UPDATES

Finance Subcommittee

Brian Callahan reported the committee met last week (December 12th) and discussed transfers, budgets, budget hearings, and local area athletic fees.

Policy Subcommittee

Juliet Walker reported they did not meet this month.

Communications Subcommittee

Sarah Hall reported they did not meet.

Integrated Arts Project Media Lab Approval

Superintendent Sean Gallagher explained that the NEF (Newburyport Education Foundation) is funding the renovation of the Integrated Arts Media Lab project at the high school. The renovation is changing the space from a classroom into a media lab, therefore formal approval from the school committee is needed.

Motion:

On a motion by Breanna Higgins and seconded by Juliet Walker it was

VOTED: to support the Integrated Arts Media Lab project as presented to the School Committee as of this date, and to accept donations for the project, in accordance with Policy KCD – Public Gifts of the Schools.

Motion Passed
Andy Boger absent

Superintendent's Report

Integrated Arts Project Media Lab Update: Superintendent Sean Gallagher reviewed the current project timeline for final design plans, on-site walk through with architect, furniture plans, bidding dates and demolition/construction plans.

NHS Water Heater Update: The Superintendent will be going to the City Council and their Budget & Finance Committee for funding. He explained that in order to pay the vendor for the work completed, funds from three school Building/Maintenance accounts has been used.

Fundraising Update: Superintendent Gallagher presented the new permission form, financial report form, and fundraising calendar which have been added to the district website.

Follow-up

School Committee Retreat Planning Update: Sarah Hall stated the School Committee winter retreat has been scheduled for Saturday, January 11 from 8:00 – 2:00PM in the Nock library. She will be meeting with Mayor Reardon and Juliet Walker to finalize the agenda.

New Business

- Kathleen Shaw stated that SEPAC held a virtual meeting on December 10th with Amesbury and the Bureau of Special Education Appeals.
- Kathleen Shaw gave a “shout out” to Paul White and Lisa Furlong for their involvement with the recent Think Kids training sessions.
- Mayor Reardon sent a draft list of Subcommittee assignments for 2025, and asked members to review the list and contact him with any concerns.
- Breanna Higgins suggested that competency determination be discussed at the upcoming School Committee Retreat.
- Sarah Hall stated that City Council recently voted to change their 2025 meeting schedule to every third Monday, which will conflict with the school committee meeting schedule.

ADJOURNMENT

Motion:

On a motion by Juliet Walker and seconded by Brian Callahan it was

VOTED: to adjourn the Business meeting of the Newburyport School Committee at 7:56PM.

Motion Passed

Andy Boger absent

Submitted by: - Theo Roberts

Location: High School Library

Bresnahan News:

Bresnahan students participated in the Hour of Code last week. This is a world-wide play based movement that gets students engaged in coding, collaboration, critical thinking and communicating. Thank you to our STEM teacher Kristin Spinney and our Technology Integrator, Stacey Boucher, for making it happen! Our third graders participated in a special classroom program hosted by Mass Audubon. Students enjoyed learning about the behavior and adaptations of our local owls and even had the chance to dissect and owl pellet. We would like to thank the PTO for funding this engaging and interesting learning opportunity. Lastly, this week we will host a musical assembly with our favorite NHS performing artists! We are thrilled to host our annual sing-a-long with them. It is a wonderful opportunity to get our youngest and oldest students together to celebrate and embody the NPS Portrait of a Graduate mission.

Molin News:

Molin's holiday magic is in full swing with our "Holidays Around the World Doors" display! Our creative students and dedicated teachers are transforming classroom doors into captivating showcases of global celebrations. From the celebration of light on St. Lucia Day to the cozy warmth of Yalda, the merry traditions of Christmas in Brazil, and the vibrant spirit of Kwanzaa, each door tells a unique tale of cultural richness. The Molin's wonderfully adorned doors embody the spirit of togetherness and cultural understanding.

Molin 4th and 5th graders spread holiday cheer by caroling at local nursing homes.

Nock News: I would like to highlight the enriching experience our 6th grade students had attending a performance of *A Christmas Carol*. Following the performance, our teachers have been conducting engaging preview and follow-up lessons that not only enhance the students' understanding of the classic text but also align with our academic standards. This opportunity has helped to deepen the students' appreciation for literature while reinforcing critical thinking and analysis skills.

Additionally, I'm excited to share that our 8th grade students will be participating in the upcoming Career Speaker Series, which will launch after the holiday break. This initiative aims to expose our students to a variety of professions and provide valuable insights into potential career paths. We look forward to fostering the students' interest and helping them make connections between their education and future opportunities which aligns with our Portrait of A Graduate Competency - Prepared for Life after graduation.

High School News:

The Global Citizenship Program has been busy with Sophomores working towards completion of a UNESCO online course that develops their understanding of themselves as global citizens. Upon completion this month they will receive a certificate from the course. In addition, we had a great workshop during the NHS Showcase night with Greg Coles' Dance and Drums Company as our guest artist where we explored the African Diaspora through the African drum. Superintendent Gallagher and Principal Wulf along with 8th grade parents and students joined in throughout the evening. A grant from the NEF supported this participatory workshop.

The mock trial team is preparing for their first round of trials. They have been studying their assigned case and working on their argument and questioning. Thank you to advisor Melissa Martin and Attorney Damian Turco for supporting the team as they get ready for their competitions.

Congratulations are in order for our Investment Club. Not only do they manage a portfolio using funding provided through the Newburyport Education Foundation, they also participate in the Massachusetts Stock Market Game. In this simulation, participating schools receive an amount of money and develop and manage a portfolio over a 4 month period. This year our team placed 3rd overall in the competition. Our investment club continues to be a top tier group against other teams in the state. Way to go, Clippers!

On behalf of the teachers and students of Newburyport high School, I would like to thank Alliance of Climate and Environmental Stewards for all of the work they did to organize yesterday's Environmental House. This was a great opportunity for our students to learn about the future of jobs in the environmental sector as well as network with those in the field. Special thanks to presenters: Mark Ritchey, Frank Arena, Maddie Rhoden, Erin. Hobbs, and Mayor Sean Reardon for taking time to speak to our students.

A group of about ten young women and one man are standing in a field of tall, golden-brown grasses. They appear to be engaged in a field study or environmental activity. In the background, there is a large body of blue water, and further back, a town or city is visible on the horizon under a clear blue sky. The overall scene is bright and sunny.

Newburyport Public Schools

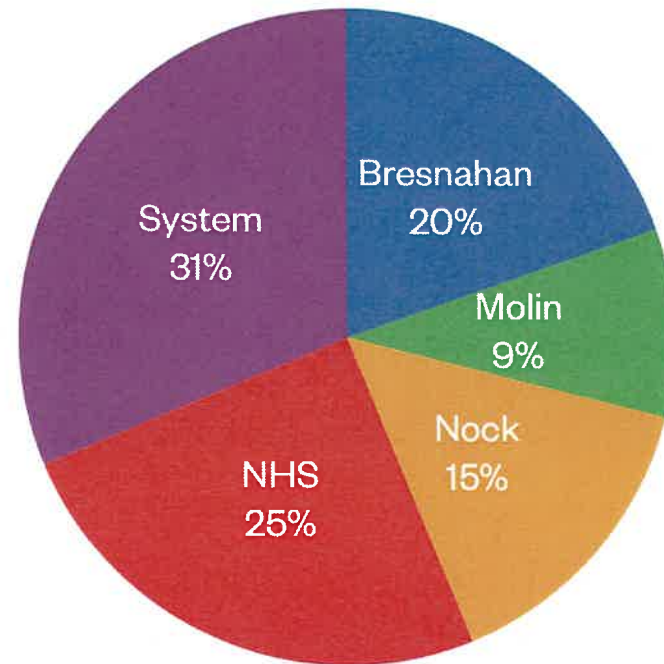
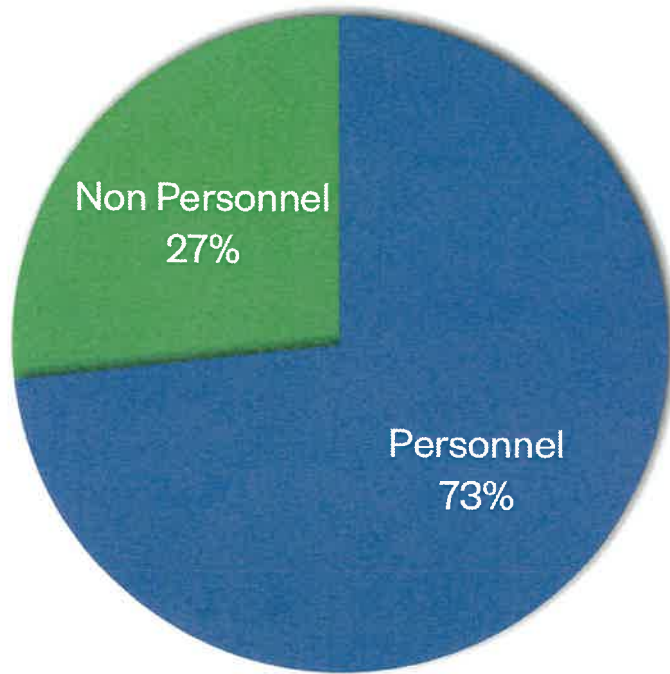
FY '26 Preliminary Expense Projections

Level Service Budget Drivers

What **drives** the budget increase year-to-year is fairly consistent, and typically includes:

- **Enrollment Trends** or population changes
- **Salary** increases due to contractual obligations, including: Steps, Lanes and Cost-of-living increases
- **Operations and Maintenance:** Service contracts, Building and Grounds Maintenance, Supply and Equipment needs, and Utility costs.
- **Special Education** (especially Out-of-District Tuition).
- **Fees and Grants:** Fluctuations in the use of outside revenue sources, such as User Fees and Grants.

With a 44 million dollar budget, here is how we allocate our resources...



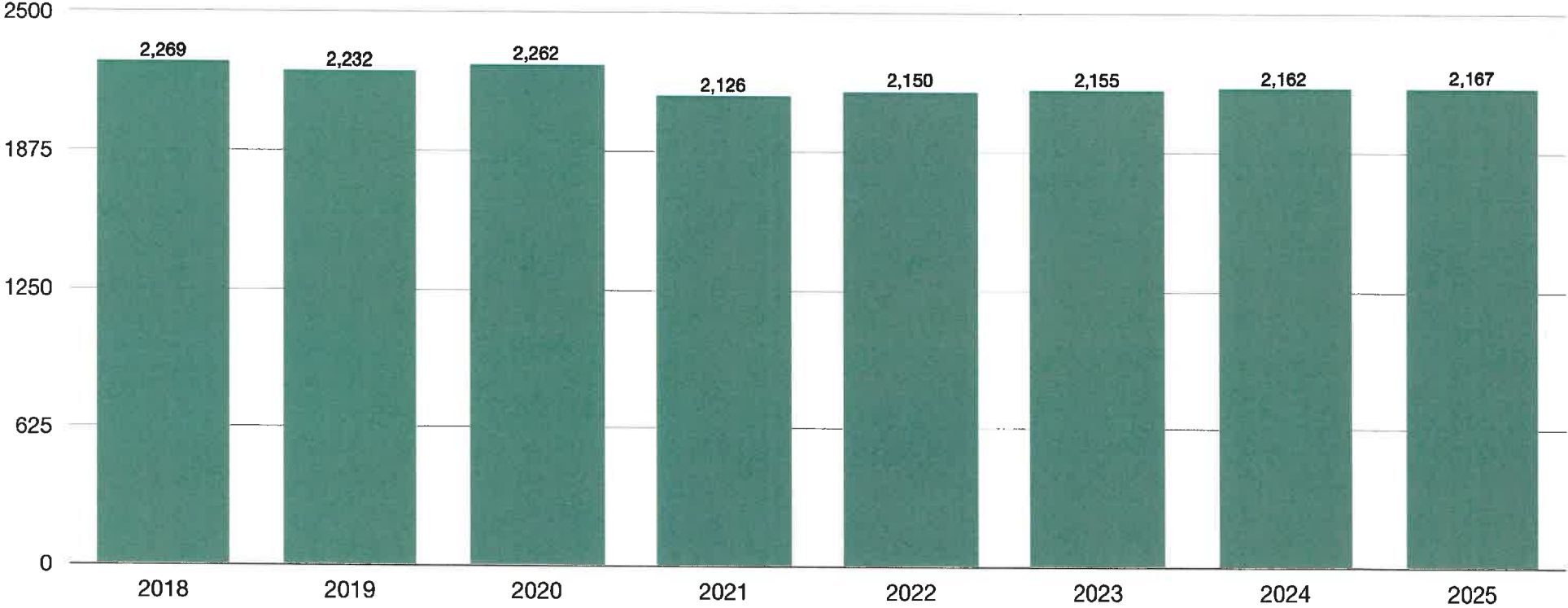
The State Budget Process Impacts Local School Budgets

- Consensus Revenue Estimate - December • GOVERNOR'S BUDGET – END OF JANUARY
 - Incoming governors have until the end of February
- House Ways and Means – EARLY APRIL
- House Final – APRIL
- Senate Ways and Means – APRIL OR MAY • SENATE FINAL – MAY OR JUNE
- Conference Committee – JUNE
- Governor's Approval – JUNE OR JULY
- Legislative Vetos - JULY

State Level Decisions that Impact Local Budgets: Circuit Breaker, Entitlement Grants, Chapter 70 Funds

Enrollment

Total Enrollment



FY'25 (current year) Overview

Funding Source	City	Medicaid	Fees (PK, athletics, transportation, building rental)	Circuit Breaker	Entitlement Grants (IDEA, ESSA)	School Choice	Other Tuition & Grants	Total
Amount Budgeted	38,176,735	200,000	791,037	3,025,000	719,916	750,000	342,500	44,005,188

FY26 Expense Projections as of 1.6.2025

Description	City	Medicaid	Fees	Circuit Breaker	Entitlement Grants	School Choice	Other Tuition & Grants	Total	
FY25 Budget	38,176,735	200,000	791,037	3,025,000	719,916	750,000	342,500	44,005,188	
Contractual Increases	612,000	Projected Step and Lane Increases							
COLA	TBD	NTA, IA, AFSCME and nonunion							
Nonpersonel	218,000	Inflation projection of 3.3%							
Special Education	200,000	Increases in Out of District and Contracted Services							
Transportation	55,000	Increase in Transportation Contract							
Utilities Maintenance	121,000	Increase of overall utilities and building maintenance							