

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

School Committee Business Meeting

Monday, August 21, 2023

6:30PM

SC Packet Checklist: SC Business Meeting Agenda August 21, 2023
SC Business Meeting Agenda Notes August 21, 2023
SC Business Meeting / Retreat Minutes August 7, 2023
Nock Tennis Court Expansion proposal & layout
BEDH – Public Comment at School Committee meetings

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting
Monday, August 21, 2023

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.

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

Business Meeting Agenda:

1. Call to Order

2. Public Comment

3. *Consent Agenda (Warrants and 8/7/2023 minutes) – *possible Vote*

4. *Proposed Expansion Nock Tennis Court – *possible Vote*

5. Security Upgrades

6. iPad Program Update

7. Subcommittee Updates
 - a. Finance Subcommittee – Brian Callahan

 - b. Policy Subcommittee – Juliet Walker
 - * Proposed changes to the following policy – *2nd read - possible Vote*
 - BEDH – Public Comment at School Committee Meetings

 - c. Superintendent Evaluation – Bruce Menin

8. Superintendent’s Report: *New Teacher Induction Program, Leadership Retreat, Opening of Schools preparations, and Important Dates for School Committee*

9. New Business

*Possible Vote

Adjournment

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

**Newburyport School Committee
Meeting Agenda Notes**

Monday, August 21, 2023

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/>.

Business Meeting Agenda:

3. *Consent Agenda (Warrants and Minutes 8/7/2023) – *possible Vote*

4. *Proposed Expansion Nock Tennis Court – *possible Vote*
Friends of Newburyport Tennis are seeking permission to expand the tennis courts at the Nock Middle School. They would like to add three new courts on unused field space. (see attached)

5. Security Upgrades
Superintendent Sean Gallagher will provide an update regarding various security upgrades throughout the district.

6. iPad Program Update
Lisa Furlong, Director of Communications & Technology, will provide an update regarding the iPad Lease to Own Program and training related activities.

7. Subcommittee Updates
 - a. Finance Subcommittee – Brian Callahan
 - b. *Policy Subcommittee – Juliet Walker
 - Proposed changes to the following policy, based on the Policy Subcommittee review with MASC (details enclosed in the packet). – *2nd read - possible Vote*
 - BEDH – Public Comment at School Committee Meetings
 - c. Superintendent Evaluation – Bruce Menin

8. Superintendent's Report: *New Teacher Induction Program, Leadership Retreat, Opening of School Preparations, and Important Dates for School Committee*

9. New Business

FYI: Upcoming Dates:

- ✓ **Leadership Retreat:** August 22-23-24
- ✓ **New Teacher Induction Program:** August 28-29-30
- ✓ **Labor Day - closed:** Monday, September 4
- ✓ **Teachers 1st Day:** Tuesday, September 5
- ✓ **School Committee Business meeting:** Tuesday, September 5 @ 6:30pm
- ✓ **Gr 1-12 Students Return:** Thursday, September 7
- ✓ **Pk-K Students Return:** Monday, September 11
- ✓ **Policy Subcommittee meeting:** Monday, September 11
- ✓ **Early Release Day:** Friday, September 15

NEWBURYPORT SCHOOL COMMITTEE BUSINESS MEETING & RETREAT

High School Library, 241 High Street, Newburyport, MA 01950

Monday, August 7, 2023

BUSINESS MEETING

Present: Mayor Sean Reardon, Sarah Hall, Juliet Walker, Bruce Menin, Brian Callahan, Steve Cole and Breanna Higgins

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 4:07 PM. Roll call found all members present. All those present stood for the Pledge of Allegiance.

At this time Vice-Chairman Sarah Hall assumed the chairmanship of the meeting.

CONSENT AGENDA:

Minutes:

Motion:

On a motion by Bruce Menin and seconded by Steve Cole it was

VOTED: to adopt the minutes of the June 5, 2023 School Committee Business meeting.

Motion Passed

Warrants:

Motion:

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

VOTED: to approve, receive and forward to the City Auditor for payment the
Following Warrant:

Warrant 8092 FY23	\$121,046.99
<u>A-Warrant</u>	<u>\$ 18,521.93</u>
	\$139,568.92

Motion Passed

School Choice - Kindergarten:

- Superintendent Sean Gallagher reported that kindergarten enrollments continued to increase. There were 141 enrolled as of August 4th and the office was awaiting paperwork for 2 more. This is one of the largest kindergarten classes NPS has had in several years. There are 8 kindergarten teachers, and he would like to keep the class sizes down (under 18).
- As kindergarten moves to grade 1 in 2024-2025, the district will need to monitor enrollment #'s as the district typically has a bump up of 5 – 10 additional enrollments.
- After discussion, it was recommended not to open school choice for kindergarten.

ADJOURNMENT:

Motion:

On a motion by Sarah Hall and seconded by Mayor Reardon it was

VOTED: to adjourn the Business meeting of the Newburyport School Committee
at 4:26PM.

Motion Passed

SUMMER RETREAT

Welcome / Opening Comments / Introductions

Mayor Reardon and Vice Chair Sarah Hall welcomed everyone to the meeting.

Strategic Goals Update – Superintendent’s Goals

- Superintendent Gallagher presented the 2023-2024 Strategic Goals Update, which included a review of highlights in the 2022-2023 District Goals report. The presentation also included a draft of the Detailed Goal Report and links to various 2022-2023 district reports.
- The Superintendent will obtain #'s of how many students had dual enrollment credits, and how many actually transferred over.
- Juliet Walker would like to know which goals are not completed, as well as when the next goals will be mapped out. (i.e. 2024 and 2025). The Superintendent will provide information on incomplete goals in September.
- Breanna Higgins feels it would be helpful if the goals were measurable, as well as knowing where they are in the cycle.
- Juliet Walker suggested the Detailed Goal Report would be easier to read in a bullet-format.
- Superintendent Gallagher would like to provide updates during the year to the School Committee (i.e. via the meeting packet, a newsletter, or a memo).

School Committee Goals

- The committee brainstormed goal ideas (list attached), will match the ideas to the Strategic Plan, then vote on goals.
- Breanna Higgins suggested that the Chair could periodically report on the goals at the start of a meeting.
- Bruce Menin suggested goals could also be part of a subcommittee report.

Superintendent’s Evaluation Update

- Sample evidence materials have been added into the Google School Committee Classroom by Superintendent Gallagher during the year (i.e. weekly Friday Memos, newsletters, budget, etc.). He will double check for any missing dates.
- A link to the online evaluation survey was emailed to members, and data will be compiled once everyone is finished.
- Evaluation results will be discussed in executive session at the September 5th meeting.

Assessment Data Presentation Planning

- LisaMarie Ippolito has an assessment calendar that could be helpful for planning.
- Presentations should be done three times per year: beginning (early October), middle (after MLK), and end (last meeting in June).
- Members would like to see:
 - What are teachers doing with the data? What adjustments are leaders making?
 - Have an example that follows a student throughout the year.
 - Be transparent about concerns, and let people know what is being worked on.
 - Have presentations before the budget.
 - Share the whole assessment report, but present only what is most important.

Review Process for Warrant Approval

- When voting to approve the warrant, members shouldn't be seeing the warrant for the first time at the meeting. Juliet Walker suggested reviewing the warrant electronically.
- Phil Littlehale will talk with the staff to try closing the warrant by Thursday so it can be viewed before Monday.
- Brian Callahan suggested voting on all three #'s at once.

Public Comment At School Committee Meetings Policy (BEDH)

- Suggestions:
 - A public comment sign-in sheet that includes a "topic" column.
 - A blurb on the sign-in sheet, rather than reading it at the beginning of public comment
 - Switch the order of Recognitions and Public Comment
 - Consult Dorothy Presser as to when/how School Committee should respond to and/or address public comments.
- In paragraph # 3, remove the 1st sentence. Begin with the 2nd sentence that reads *Topics for public comment should be limited to those items with the School Committee's scope of authority*. Juliet Walker will verify the last two lines in paragraph #3 of the policy.
- The policy will be presented again at the next school committee meeting.

Community Budget Input Ideas

- Utilize School Councils
- Tell parents what the School Improvement Plan (SIP) does
- Needs a focused dialogue
- Hold a budget public forum using the strategic plan to see the priorities
- School-specific parent survey
- Conduct budget workshops (i.e. Saturday morning in the Nock Library)
- Hold a forum in September; divide schools amongst the school committee
- Engage companies and families without kids; ask them what they want to see.
- Include the Senior Center and Chamber of Commerce

Special Education

- Develop more focus groups
- Learn why people are not staying in jobs
- Ask parents what characteristics they are looking for; use those points when developing a job description

Miscellaneous

- Superintendent Gallagher invited all School Committee members to opening day assembly at the Nock on Tuesday, September 5th. He will send them background information regarding keynote speaker, Richard Wormeli.
- Make sure *all* staff communicate on strategies.
- How do coaches speed up about NPS policies?

DRAFT
SCHOOL COMMITTEE GOALS
Brainstorming – August 7, 2023

(no title on sheet)

- Support SE (social emotional) needs of students in an ongoing way
- Monitor progress of programs / strategies

COMMUNICATIONS

- Core values communicated throughout staff & community
- Improve communications with broader NBPT community
- Transparency
- Improve communication with City Council
- Work on consolidating school communications
- Budget outreach to residents without students, businesses (Chamber of Commerce), and seniors (Senior/Community Center)

SPECIAL EDUCATION

- Grow internal support to keep students in district; develop in-district programming
- Potential to bring students from other districts as revenue
- (GOAL) Oversee academic achievement of underserved students
- Address staffing turn over
- Continuing to support SEPAC

BUDGET

- Solicit greater community input
- Reduce / limit burden on families & residents

POLICY

- Continue to update policies *(Goal is to finish the audit by end of school year.)*
- Research / consider Kindergarten enrollment option for school staff

REDUCE FINANCIAL BURDEN ON FAMILIES

- Fees: athletic, bus, activity
- Fundraising
- Meals (breakfast/lunch)
- Budget considerations (ensure operative budget is funded so as not to impact families)
- Field Trips
- Tax burden

CURRICULUM

- Support growth of Arts/Theatre/Music programs
- Clarify role of CISL
- Regular updates on new curricula to ensure we are making good investments
- Regular updates on assessments

FORMATIVE:

Beginning of year: October

* Disaggregated by subgroups

Middle of year: January / February

* % Achievement & growth

End of year: June

* Consistent format

Early Literacy Screener

iReady

MCAS = October

ACCESS

- What adjustments are leaders doing based on data?

Friends of Newburyport Tennis

Call To Action:

- Support Expanded Courts at the Nock!
- Support New Courts at the Nock!

Mission Statement:

Help support the addition of three new Tennis Courts on unused field space at the Nock to:

- Provide adequate practice and match space for our High School State Championship team(s)
- Provide needed court space for our community including:
 - Girls and Boys High School Varsity and Junior Varsity programs
 - New tennis programs for Middle School students
 - Summer Youth Services Programs
 - Expanded outdoor activity space for the Middle School gym classes
 - Newburyport's growing Racket Sport community

Backstory:

Despite being Back-to-Back Division III Tennis State Champions, our Girls Tennis program is prohibited by the MIAA from hosting their competition at home playoff matches specifically because the Newburyport Tennis courts are woefully inadequate. In fact, the MIAA rule requiring a minimum of four courts at a single location in order to host was put into effect after a Newburyport-hosted match ran well overtime (and close to dark) when one of the three courts at Atkinson Common was deemed unusable and all five matches had to run sequentially two by two. Our State Champs deserve better – and so does our community.

We need your help! The tennis community in Newburyport is strong (and growing) and we need more courts to support both our schools and the community at large. A plan to add three new courts on unused field space at the Nock has been reviewed with key community leaders, including Mayor Reardon. The courts would address the MIAA requirements for playoff matches but would also provide much needed practice space for the High School (including a growing boys' program), could lead the way for new Middle School tennis programs and will provide useful outdoor gym space for the Nock. The additional courts would also alleviate the courts at Atkinson Common, especially as Pickleball continues to compete for court space in town.

We plan to seek Community Preservation Commission funds to cover the bulk of this project in the Spring of 2024. To demonstrate community support for this initiative, **we have been tasked with raising \$20,000 to get this project off the ground.** [Please support us and donate here!](#)

Thank you,

Proud Supporters of Newburyport Tennis

PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the School Committee shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee desires individuals to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear public comment.

Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. It is an individual's opportunity to express an opinion on issues within the School Committee's authority.

To ensure the ability of the School Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. At the start of each regularly scheduled School Committee meeting, individuals will sign in for an opportunity to speak during public comment. All speakers are encouraged to present their remarks in a respectful manner
2. Speakers will be allowed up to two (2) minutes to present their material and must begin their comments by stating their name and city/town. The presiding Chair may permit extension of this time limit, in extenuating circumstances.
3. Topics for public comment should be limited to those items within the School Committee's scope of authority. The authority of the School Committee primarily concerns the review and approval of the budget of the district's public schools, the performance of the Superintendent, and the educational goals and policies of the district's public schools. Comments and complaints regarding school personnel (apart from the Superintendent) or students are generally prohibited unless those comments and complaints concern matters within the scope of School Committee authority.
4. The Chair of the meeting, after a warning, reserves the right to terminate speech which is not constitutionally protected because it constitutes true threats that are likely to provoke a violent reaction and cause a breach of the peace, or incitement to imminent lawless conduct, or contains obscenities.
5. Written comments longer than two (2) minutes may be presented to the presiding Chair before or after the meeting. All remarks will be addressed through the Chair of the meeting. Comments made during the public comment portion of the meeting do not necessarily reflect the views or positions of the Newburyport School Committee.

LEGAL REFS.: M.G.L. 30A: 18-25

CROSS REFS: BE, SCHOOL COMMITTEE MEETINGS
BEC, EXECUTIVE SESSIONS
BEDA, NOTIFICATION OF SCHOOL COMMITTEE MEETINGS

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

Section B: School Committee Governance and Operations	File: BEDH
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All regular and special meetings of the School Committee shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee encourages public attendance at and participation in its meetings and will designate time in each agenda for public comment.

In order that all citizens who wish to be heard before the Committee have a chance and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. At each regularly scheduled School Committee meeting, individuals or group representatives will be invited to address the Committee. The Chairperson shall determine the length of the public participation segment and read the following statement:

The School Committee invites members of the public to offer Public Comment, a welcome and important part of our work. Speakers are allowed up to two minutes for comments. Comments longer than two minutes may be submitted to the district office in writing for inclusion into the minutes of the meeting.

We expect and encourage civility; any remarks that are defamatory or abusive are always considered out of order and the Chairperson may terminate an individual's privilege of address on that basis. We ask all speakers to respect the following guidelines:

- Speakers may offer objective criticism of and/or ideas for school operations and programs on the agenda.**
- **Please refrain from complaints about specific school personnel or members of the school community.**
- **Finally, we request that no student names or any identifying information be offered as that would violate the student's right to privacy.**

Thank you.

2. Speakers will be allowed two (2) minutes to present their material. The presiding Chairperson may permit extension of this time limit.
3. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chairperson may terminate that individual's privilege of address.
4. All remarks will be addressed through the Chairperson of the meeting.
5. Speakers may offer such objective criticisms of the school operations and programs as concern them, but

in public sessions the Committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.

- 6 Written comments longer than two (2) minutes may be presented to the Committee before or after the meeting for the Committee members' review and consideration at an appropriate time.

Sources:

MASC

Version Control

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016
Revised	8/3/2020
Revised	6/21/2021
Revised	12/20/21