

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

School Committee Business Meeting

Monday, December 4, 2023

6:30PM

SC Packet Checklist: SC Business Meeting Agenda December 4, 2023
SC Business Meeting Agenda Notes December 4, 2023
SC Warrant December 4, 2023
SC Business Meeting Minutes November 20, 2023
Capital Improvement Plan Review
Communication to Whittier Regional (DRAFT)
Trade Programs Dual Enrollment

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting
Monday, December 4, 2023

6:30 PM, Sr./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. Student / Staff Recognitions

*** *short recess (2-3 minutes)* ***
4. *Consent Agenda (Warrants and 11-20-2023 Minutes) – *possible Vote*
5. Student Representative Report
6. Whittier Regional’s Rep. Update – Brett Murphy and Donna Holaday
7. Capital Improvement Plan Review
8. Hiring Process Update – Director of Pupil Services Position
9. *Communication to Whittier Regional Vocational Technical School (DRAFT) – *possible Vote*
10. Subcommittee Updates
 - a. Finance Subcommittee – Brian Callahan
 - b. Policy Subcommittee – Juliet Walker
 - c. Fundraising Advisory Committee – Brian Callahan
11. School Committee Retreat Plans
12. Superintendent’s Report
13. New Business

*Possible Vote

Adjournment

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

**Newburyport School Committee
Meeting Agenda Notes**

**Monday, December 4, 2023
6:30PM @ Sr./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. Student / Staff Recognitions:

Students and staff members of the Green Team will be recognized for their hard work and commitment to composting and recycling at the Bresnahan School.

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

4. *Consent Agenda (Warrants and 11-20-2023 Minutes) – possible Vote

5. Student Representative Report: *NHS students Elizabeth Homer & Theo Roberts will provide the report.*

6. Whittier Regional's Rep. Update: *Newburyport Representatives Brett Murphy and Donna Holaday*

7. Capital Improvement Plan Review:

Superintendent Sean Gallagher will review an updated list of capital improvement projects for the Bresnahan, Molin/Nock, and the High School.

8. Hiring Process Update – Director of Pupil Services Position

Superintendent Sean Gallagher will discuss the next steps in the NESDEC hiring process.

9. *Communication to Whittier Regional Vocational Technical School (DRAFT) – possible Vote

10. Subcommittee Updates

- a. Finance Subcommittee – Brian Callahan
- b. Policy Subcommittee – Juliet Walker
- c. Fundraising Advisory – Brian Callahan

11. School Committee Retreat Plans:

Vice Chair Sarah Hall will review details for a retreat on Saturday, January 6, 2024. The retreat will be held from 10AM – 3PM in the Library of the Nock Middle School.

12. Superintendent's Report: *Trade Programs Dual Enrollment (attached) and the recent meeting of the Superintendent's Advisory Council.*

13. New Business

FYI: Upcoming Dates:

- ✓ **National Art Honor Society Art Auction:** Saturday, December 2 @ 6PM
- ✓ **Nock Student Led Conferences:** Wednesday, December 6 @ 5PM
- ✓ **NHS Showcase Night:** Wednesday, December 6 @ 6PM
- ✓ **Policy Subcommittee Meeting:** Wednesday, December 6 @ 5PM (new date)
- ✓ **8th Grade Play:** December 7 and December 8 @ 6PM
- ✓ **Early Release Day:** Friday, December 8
- ✓ **NHS School Council:** Tuesday, December 12 @ 5PM
- ✓ **NHS Winter Concert:** Tuesday, December 12 @ 7PM
- ✓ **Finance Subcommittee Meeting:** Thursday, December 14 @ 9:30AM
- ✓ **Nock School Council:** Monday, December 18 @ 8AM
- ✓ **Fundraising Advisory Committee:** Monday, December 18 @ 4:30PM
- ✓ **School Committee Business meeting:** Monday, December 18 @ 6:30pm

School
Committee
Warrant

WARRANT 8105 FY24

WARRANT 8106 FY23

A-Warrant

December 4, 2023

Warrant 8105	\$ 316,740.72
Warrant 8106	\$ 1,224.52
A-Warrant	\$ 6,719.50

TOTAL of Warrant **\$ 324,684.74**

NEWBURYPORT SCHOOL COMMITTEE BUSINESS MEETING

Senior/Community Center, Newburyport, MA 01950

Monday, November 20, 2023

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 6:30 PM. Roll call found all members present. All those present stood for the Pledge of Allegiance. At this point in the meeting, Sarah Hall took over.

PUBLIC COMMENT: none

STUDENT & STAFF RECOGNITIONS:

High school student JiJo Welch-Malkasian (grade 9) was recognized for their commitment and dedication to the NHS Theater Arts Program.

High School Drama teacher Lisa Zaleski was recognized for always going above and beyond for the students in her drama and speech classes. Lisa is known to be a team player that gets the job done and works countless untallied hours to motivate and engage students.

CONSENT AGENDA:

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 8104	\$668,021.72
A-Warrant	<u>\$ 11,792.51</u>
	\$679,814.23 Total

Motion Passed

Minutes:

Motion:

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

VOTED: to accept the minutes of the November 6, 2023 School Committee Business meeting as presented.

Motion Passed

FY25 Budget Process

- Superintendent Gallagher reviewed the FY25 Budget Assumptions and Guidelines, which included an explanation of a level service budget, followed by a brief summary of the budget priorities, revenue and expenditure assumptions, Strategic Plan Overview, budget timeline and various links to the FY24 Budget information.
- Background information and demographics that impact the FY24 Budget were presented.
- Bruce Menin would like to see how much money the PTO provides in support of the schools. Brian Callahan stated that number should be available in March. Superintendent Gallagher will provide some information for the next meeting.
- Juliet Walker stated it would be helpful to actually see capital improvement areas prior to budget presentations.
- Breanna Higgins suggested that future budget presentations include explanations of LOS Budget comparisons from year to year (i.e. is it okay to compare FY24 to FY23, or should it be compared to a year before COVID and ESSER grants i.e. FY19).

MASC / MASS Joint Conference Highlights

- Juliet Walker provided a brief overview of her experience at this year's conference. She felt the workshops were both interesting and helpful. Juliet encouraged existing and new members to attend next year.
- Of the eight resolutions proposed by MASC, only Resolution #2 was approved. The remaining resolutions were tabled for further discussion.
- Bruce Menin was awarded a Lifetime Achievement Award from the Massachusetts Association of School Committees.

SUBCOMMITTEE UPDATES:

Finance Subcommittee:

- Brian Callahan stated FINCOM met last week and discussed the Superintendent's budget report.

Policy Subcommittee:

- Juliet Walker reviewed the summary of suggested revisions to policies in Section I (Instruction) presented for a second reading.
- Sections J, K and L are being reviewed and should be completed by the end of the year.

Motion:

On a motion by Juliet Walker and seconded by Bruce Menin it was

VOTED: to adopt the revisions as presented for policies in Section I – Instruction, including revising 2nd paragraph in IGB to read “Director of Pupil Services”.

Motion Passed

Fundraising Advisory Committee

- Juliet Walker and Brian Callahan met and developed agenda items for future meetings. The remainder of the meetings will be split to one group per meeting, beginning with the Boosters.
- Brian has not yet heard back from the Gridiron group.
- The next meeting will be held on November 27th.

SUPERINTENDENT'S REPORT:

- **School-based Budget Workshops:** A school-based budget workshop was held at the high school on November 15th, and another was held on November 16th at the Nock/Molin. The workshops provided a good opportunity to obtain feedback from parent/guardians, as well as provided the staff with an opportunity to fine tune the process.
- **Search Update – Director of Pupil Services position:** (1) Three focus groups were held on November 15th for parents, administrators and faculty. The Superintendent will provide attendance numbers at the next School Committee meeting. (2) The survey was sent and will remain open until November 22nd. To date, close to 100 responses have been received by both parents and staff. (3) The results of the focus groups & survey will then be used by NESDEC to create a candidate profile. The creation of a screening committee is in the final stages.
- **Nock Recital:** Both Sean Gallagher and LisaMarie Ippolito attended the Nock's recital on November 8th. They were very impressed with the exceptional student talent, and thanked both Ms. Kathy Shepard and Mr. Brian Nickerson for their hard work with the students.
- **Veterans Day Activities:** Various assemblies were held throughout the district to honor our local Veterans. Bresnahan students wrote thank you letters, Molin students read stories and shared backgrounds, Veterans met in small groups with Nock students to talk about why they chose to serve, and Veterans addressed the high school students at an assembly organized with the help of the NHS Red Cross Club.
- **Thanksgiving Week Activities:** The Rotary sponsored the annual luncheon for the Newburyport & Amesbury football teams, band and cheerleaders; Molin students participated in Spirit Week activities, 8th graders will have a fashion show dressing up as food, and the high school held the annual Color Day event and will hold the dessert auction. Ritchie Eaton will give his final sports commentary at the football game on Thursday.

NEW BUSINESS:

- Mayor Reardon stated that this year will be the 100th official meeting of Newburyport vs. Amesbury football teams on Thursday. Newburyport leads the series 52-41-6.
- Mayor Reardon congratulated recent election winners: Breanna Higgins, Kathleen Shaw and Andrew Boger.
- Mayor Reardon reported the NEF raised \$153K from the recent auction, and Andrea Weetman hosted her last NEF Board meeting.
- The City Council / School Committee Joint Budget meeting will be held on Wednesday, November 29th at 6:30PM in the Senior/Community Center.
- Mayor Reardon provided an update of various meetings and communications involving Whittier Tech, the other 10 districts and/or the Lt. Governor. Whittier's next School Committee meeting is scheduled for December 13th.
- Brian Callahan provided an update of the Building Project community information session that he attended at Whittier on November 16th.
- Brian Callahan emailed the School Committee members a "draft" of a Resolution asking the Whittier School Committee to vote for a state audit on its proposed building project. The idea will be discussed at the next meeting on December 4th.

- Breanna Higgins asked if the district could reflect on why the position of SEPAC President has had so much turnover.
- Sarah Hall suggested Saturday, January 6, 2024 as the date for a winter retreat.

ADJOURNMENT:

Motion:

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

VOTED: to adjourn the Business meeting of the Newburyport School Committee at 8:15 PM.

Motion Passed



**Newburyport
Public Schools
School Committee Meeting**

December 4, 2023



**Francis T. Bresnahan
Elementary**



**Edward G. Molin Upper
Elementary
Rupert A. Nock Middle**



**Newburyport
High School**

Capital Improvements

Updates December 4, 2023

Capital Improvement

A Brief Overview

- ◆ The City's Capital Improvement Program (CIP) is **updated annually**
- ◆ The CIP **projects out five years**
- ◆ Capital projects involve the improvement or betterment of the **physical plant** and are **non-recurring**
- ◆ Every City department identifies projects for inclusion in the CIP
- ◆ The CIP is used as a **planning tool** for the City Council
- ◆ Capital **projects are approved annually** by the City Council

In addition to city funding, the district uses operational funds and grants to support capital projects.

FY24 UPDATE Capital Improvement

FY24 CAPITAL PROJECTS IN PROCESS/COMPLETED		
Description	Cost	Funding Source
NHS Elevator	\$69,370	City CIP
NHS Roof	\$220,710 (est)	TBD MSBA
Nock Roof	\$165,613 (est)	TBD MSBA
NHS and Nock-Molin Building Automation System	\$187,300	NPS Operations
Security Upgrades		
NHS cameras	\$69,500	NPS Operations
NHS intercom	\$11,978	NPS Operations
Nock cameras	\$33,105	NPS Operations
Nock mold remediation	\$35,500	NPS Operations
Bresnahan Playground Fence	\$8,300	NPS Operations
Energy Reduction		
NHS	\$139,900	Utility Rebate/OBR
Nock/Molin	\$299,100	Utility Rebate/OBR
Bresnahan	\$218,000	Utility Rebate/OBR
Feasibility Study: NHS	\$27,500	Grant
Nock-Molin Tennis Courts Phase 2	\$38,750	Grant
Press Box Window Replacement	\$10,000	NHS Athletics
TOTAL	\$1,534,626	
	\$69,360	City CIP
	\$345,683	NPS Operations
	\$657,000	Utility Rebate/OBR
	76,070	Other

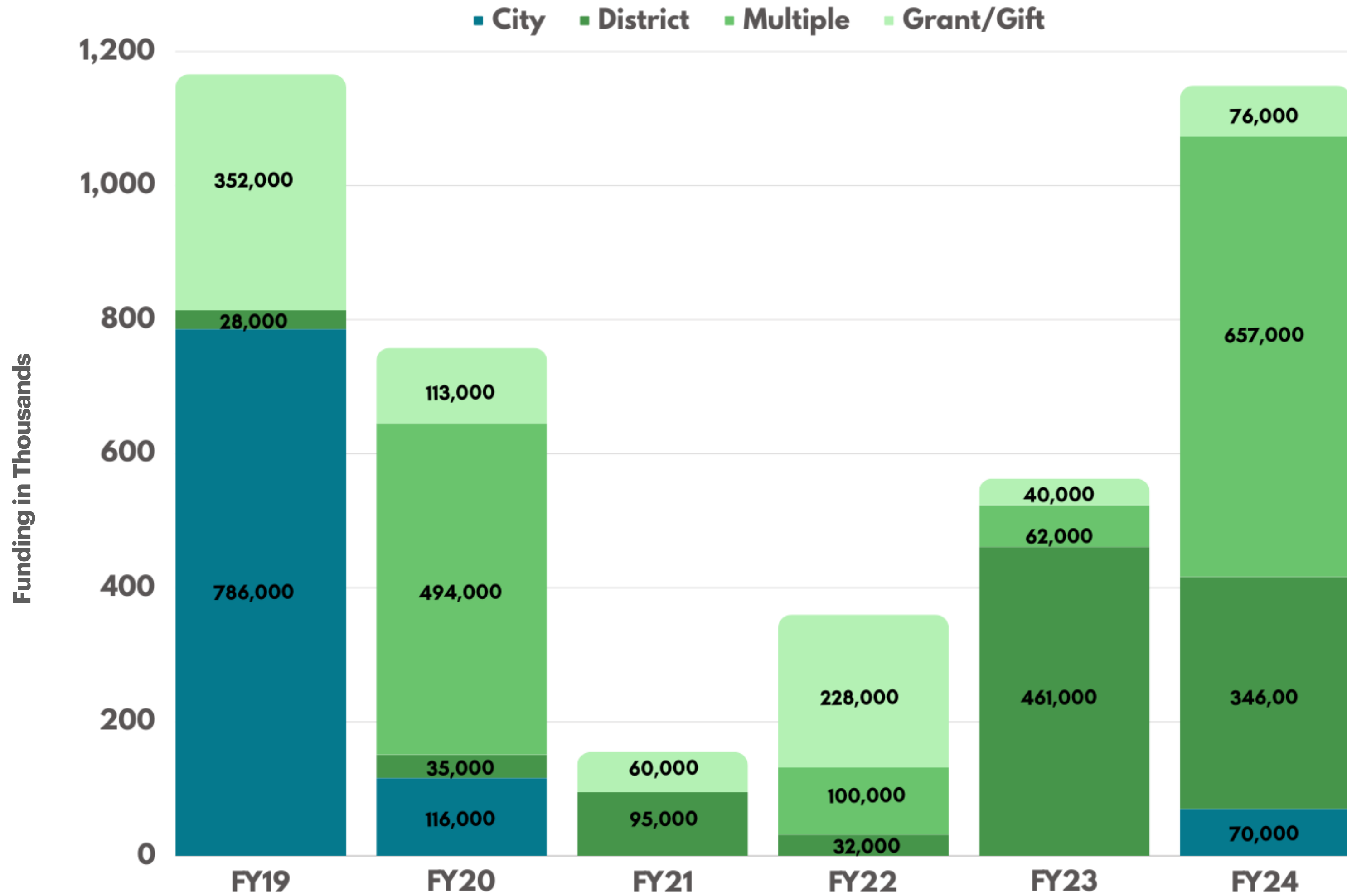
FY24 District Priorities – Updated December 2023

Project	Estimated Cost	Funding
NHS Elevator Controls	\$70,000	City CIP FY24
NHS Roof	\$3,500,000	MSBA/City FY25
Nock-Molin Roof (auditorium/gym)	\$1,360,000	MSBA/City FY25
Pick Up Truck	\$68,000	Unfunded
Phase Two NHS Security Upgrades: Cameras & Intercom	\$80,000	NPS Operations and Grants FY24
Nock-Molin and NHS Building Automation Systems	\$160,000	NPS Operations and Grants FY24
NHS Engineering Planning	\$50,000	Unfunded
NHS Library Carpet	\$31,875	Unfunded
Nock-Molin Playground Repaving	\$75,000	Unfunded
Nock-Molin Kitchen Equipment	\$30,000	Unfunded
NPS Energy Reduction Project (Phase 4)	\$657,000	Utilities Rebated
NHS Integrated Arts Space Renovation	TBD	TBD
NHS College and Career Center Renovation	TBD	TBD
Nock-Molin Sidewalks	\$18,000	Unfunded
NHS Auditorium Plaster Repairs (after NHS roof)	100,000	Unfunded
*NHS Electrification Boiler/Chiller Replacement	3,600,000	MSBA Statement of Interest in 2025
*NHS Phone System	\$90,000	City FY25

Strikethrough = complete or in process project

*New project

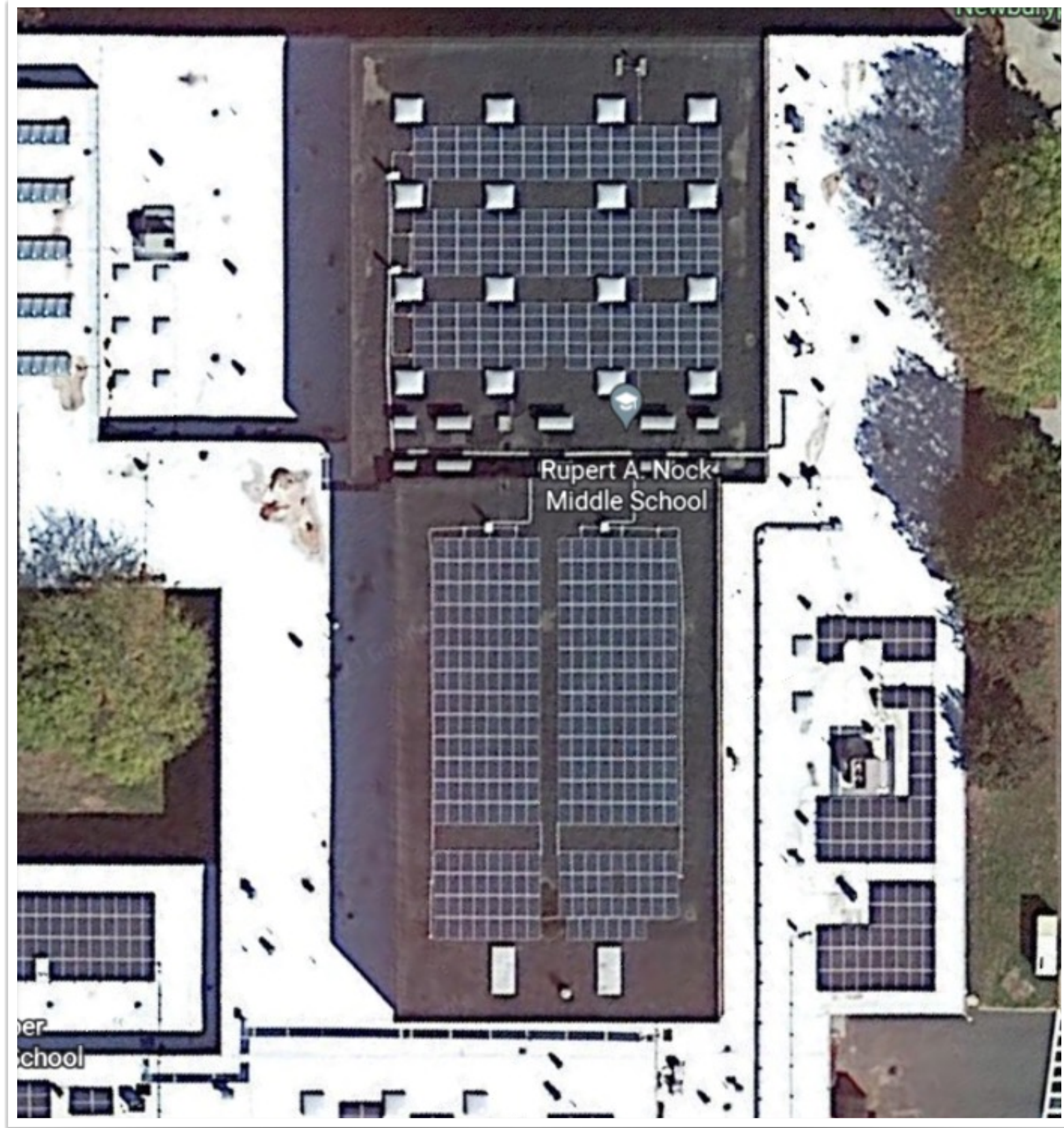
Funding Source Overview



Newburyport High School Roof

- ▶ MSBA has reopened their roof repair program—will apply February 2024, notification fall 2024
- ▶ White roof sections and asphalt shingle roof were last replaced in 1995
 - 31,530 square feet x \$50/sq. ft. = \$1,576,500
- ▶ Remaining roof sections were last replaced in 2001
 - 30,449 square feet x \$50/sq. ft. = \$1,522,450





Nock-Molin Schools Gym and Auditorium Roof

- ▶ Last replaced in 1995
- ▶ 21,659 square feet
- ▶ Estimated cost to replace = \$1,360,393

Draft Communication to Whittier Regional's School Committee

The School Committee for Newburyport Public Schools is responsible for the budget of our public schools, and therefore is responsible for the well-funded education of 2200 students, while the City of Newburyport is required by law to fully fund its portion of the Whittier Regional Vocational Technical High School's budget, and has no input into the total of the assessment totaling over \$600,000 per year. The proposed plans for a new Whittier building or repairs to the existing Whittier building amount to a figure nearing \$30,000,000 for Newburyport residents. The proposed building project would affect the Newburyport School District's budgets for decades to come, burdening Newburyport residents with a \$2,000,000 per year debt levy for 30 years, which will affect how much we can afford for our own school district.

School Committee members for the Whittier Regional Vocational Technical High School collectively have a fiduciary duty to ensure programs are operated efficiently and the receipt and expenditure of public funds are in the public interest. In order to uphold the public's trust in the building design process, the School Committee for Newburyport Public Schools encourages the Whittier Regional VOTECH's School Committee to request a performance audit on the district's building management program. Residents of the member communities have expressed concern of the proposed cost of this project. Residents have also questioned past decision making on this matter. A performance audit can identify previous failures and inefficiencies. Learning from previous operational decisions is how we can improve. Engaging in an independent audit would improve transparency with this process. This information would ensure the proposed project is in the public interest and all appropriate considerations were made.

The Newburyport School Committee recommends that the Whittier School Committee vote to have their project audited to ensure that all due diligence and explorations into reducing costs have been completed before the January 23rd community vote.

NHS Dual Enrollment Program



Community Partnership in Trade Programs – FY25 Pilot

Program Vision

- Expand Newburyport's Program of Studies to ensure every student has a pathway to our Portrait of a Graduate.
- Allow students who do not attend a technical high school to graduate Newburyport High School prepared to start a career in the trades.



What are our goals?

- Pilot a new dual enrollment program with the Peterson School in FY25
 - Develop Program of Studies
 - Create Budget/Funding
- Prepare every student for postsecondary success
- Increase student engagement and improve chronic absenteeism rates



How do we get there?

- Partner with a program to provide trade-based dual enrollment opportunities – The Peterson School
- Build on current coursework currently offered at NHS
- Meet graduation requirements through courses that are aligned with career skills
- Expand Environmental Pathway with more trade-based courses (e.g., water treatment course)
- Build community and student interest

What does the Dual Enrollment Trades Pathway look like?

What courses do students take?

- Freshman-Junior Year: Students are introduced to pathway program and can select NHS courses designed to support a trade pathway such as Public Speaking, Introduction to Business, Entrepreneurship
- Summer before senior year: Attend Peterson's Basic Trade Class
- Senior year: Select focus, complete Peterson's license-level courses

Where?

- Freshman-Junior year courses at NHS
- Senior courses at Peterson campus and NHS

Cost?

- Approximately \$8000 for full course completion. Students graduate NHS ready for full license in their selected trade area.

Options Include: Electrical, Plumbing, Wastewater Treatment, and HVAC

Students can begin license-level courses at the end of their junior year.

Assessments and Certifications

Assessment methods include practical demonstrations, written, examinations, and project valuations.

Successful completion of the program leads to a certification, acknowledging the participants proficiency in trade skills.





Target Audience

This program is suitable for high school students aspiring to pursue a career in the trades, including high school students seeking to enhance their existing skills in the trades.