

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

School Committee Business Meeting

Monday, June 1

6:30 PM

Online video conference

**Checklist: SC Business Meeting Agenda 6-1-2020
SC Meeting Agenda Notes 6-1-2020
SC Business Meeting Minutes 5-18-2020
NPS World Language – 6-8 Expansion Plan
Graduation Overview & senior activities
School Committee Meeting Calendar 2020-2021**

**Newburyport Public Schools
Newburyport, MA**

**School Committee Business Meeting
Monday, June 1, 2020
6:30 PM**

Online Video conference
Join Zoom Meeting

<https://us02web.zoom.us/j/82617023622?pwd=cTFqaXo0UDEFYXZrTHQyUIBRc05BUT09>

Meeting ID: 826 1702 3622

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

Business Meeting Agenda: The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

- 1. Call to Order & Pledge of Allegiance**
- 2. Public Comment**
- 3. *Consent Agenda: (warrants & 5-18-2020 minutes) - Vote**
- 4. Student Recognition – MA Association of School Superintendents Award**
- 5. Introduction of new Gr 1-3 Bresnahan Principal and Director of Student Services**
- 6. Foreign Language Presentation – Principals Lisa Furlong & Andy Wulf**
- 7. Graduation Overview – Principal Andy Wulf**
- 8. School Committee Goals – *First Reading* – Bruce Menin & David Hochheiser**
- 9. School Committee Meeting Calendar 2020-2021 – *First Reading***
- 10. Assistant Superintendent Angela Bik's Report: *Summer Programming Update***
- 11. Superintendent Sean Gallagher's Report: *School Choice Update & Commissioner Riley's Update***
- 12. Sub-Committee Reports (if needed): *Joint Ed; Finance; Policy; Superintendent's Evaluation***

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 School Committee
Meeting Agenda Notes**

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<https://us02web.zoom.us/j/82617023622?pwd=cTFqaXo0UDFFYXZrTHQyUIBRc05BUT09>

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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.

Business Meeting Agenda:

3. ***Consent Agenda:** (warrants & 5-18-2020 Minutes) – **Vote**
4. **Student Recognition** – *The Massachusetts Association of Schools Superintendent's Award is given to a senior high school student that has distinguished themselves in the pursuit of excellence with a strong, consistent academic performance during their high school careers. Student will participate in the zoom meeting.*
5. **Introduction of new Gr 1-3 Bresnahan Principal and Director of Student Services**
Timothy Miller will be the new Gr 1-3 Bresnahan Principal, and Nancy Koch will be the new Director of Student Services beginning July 1, 2020. Both will participate in the Zoom meeting.
6. **Foreign Language Presentation** – *Principal Lisa Furlong and Principal Andy Wulf will review the NPS World Language 6-8 Expansion Plan (see enclosed)*
7. **Graduation Overview** – *Principal Andy Wulf will review the most recent plans for the Class of 2020 Graduation event and other senior activities. (see enclosed)*
8. **School Committee Goals – First Reading** - *Bruce Menin & David Hochheiser will continue discussions and review the following School Committee Goals: Superintendent's Evaluation, Budget, Strategic Plan, and new Protocols for School Committee*
9. **School Committee Meeting Calendar 2020-2021 – First Reading** – *(see enclosed)*
10. **Assistant Superintendent Angela Bik's Report** – *Update of planning sessions with Special Education, General Education and Newburyport Youth Services for summer programming. Possible update of guidance with DESE.*
11. **Superintendent Sean Gallagher's Report** – *School Choice Update, Commissioner Riley's Update*
12. **Sub-Committee Reports (if needed):** *Joint Ed; Finance; Policy; Superintendent's Evaluation*

Adjournment

*Possible Vote

FYI: Upcoming Dates: **School Committee Business Meeting** – Monday, June 15 @ 6:30pm @ online video conference
Finance Subcommittee Meeting – Tuesday, June 16 @ 8:15 am @ online video conference

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE BUSINESS MEETING**

**Monday, May 18, 2020
Video Conference - Online**

Meeting Convened at 6:36 PM

Mayor Donna Holaday / Bruce Menin Presided

Present: Brian Callahan, David Hochheiser, Bruce Menin, Mayor Donna Holaday, Sheila Spalding, Sean Reardon, Steve Cole (joined meeting at approx. 6:50 PM.)

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, except **Steve Cole** who joined the meeting at approximately 6:50 PM. All those present pledged allegiance to the Flag.

At this point Vice-Chairman **Bruce Menin** assumed chairmanship of the Business Meeting.

PUBLIC COMMENT:

There was no Public Comment at this time.

CONSENT AGENDA:

Minutes:

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

VOTED: To approve, receive and file the School Committee
Online Business Meeting minutes of Tuesday,
April 28 2020

Sheila Spalding made a correction to page 4.

Motion Passed as amended

INTERNATIONAL FIELD TRIPS 2021:

Bruce Menin introduced Aileen Maconi and NHS Principal Andy Wulf who provided an overview of two proposed international field trips in 2021. First, a trip to Greece (April 16 through April 24, 2021) and a trip to Australia (July 5 through July 16, 2021).

Ms. Maconi began by reading a postcard which a student created after an international trip to the Dominican Republic.

She spoke of the trip to Greece, through EF Tours. At present there are 25 students who have signed up for this trip. There is a cut-off of 36 students, with chaperones totally 1 per 6 students. The cost is \$3,808 per student. Fundraising has already started. There is a School Board guarantee included - a 100% refund if notified by June 18. After June 18 the guarantee ends.

Australia trip through World Strides: there are 8 people signed up for this trip, which is open to parents and students.

Bruce Menin asked if they need an affirmation before June 18 - does she recommend the School Committee hold off, assess the situation and discuss and/or vote on June 1 and June 15.

Brian Callahan said we possibly need to change timeline - do we need to have the Policy Subcommittee review this.

David Hochheiser spoke of policy wording.

Bruce Menin spoke of generic fundraising.

Ms. Maconi spoke of things they have used generic fundraising monies for.

David Hochheiser asked about the guarantee. Ms. Maconi explained.

Sheila Spalding asked if they have any wiggle room on dates. Ms. Maconi explained that she has already had the companies extend their deadlines, but if needed she could ask them to extend them further if needed.

Bruce Menin asked about funds for students who cannot afford full freight for the trips. Ms. Maconi explained.

Superintendent Gallagher asked how many incoming seniors have signed up. Ms. Maconi will provide that data.

Mayor Holaday expressed how concerned she was with possible problems that might arise re: upsurge of the virus, illness, etc. She asked if there were any other school districts in Massachusetts who are still doing international field trips. She said she would like to know what the concrete plans are if something untoward happens on either of these trips.

David Hochheiser asked if families could on their own get 100% of their monies back. Ms. Maconi said no.

Bruce Menin said the Mayor has requested that the Committee hold off until they get more information re: safeguards for families.

The Committee agreed to hold off at this time until further information is forthcoming.

At this point **Steve Cole** joined the meeting.

CAFETERIA RFP DISCUSSION:

Nancy Lysik updated the Committee re: a cafeteria contract extension. She stated we went out for an RFP for food services. The Department of Vegetation issued a waiver which extends our current contract for 1 year. The new contract with Chartwells will extend from July, 2020 through June 30, 2021.

Bruce Menin asked how far along on the contract had we gotten. Ms. Lysik said it did not go public.

Motion:

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

VOTED: To extend the 1 year contract with Chartwells from July 2020 through June 30, 2021.

Motion Passed Unanimously

STATE & CITY FISCAL BUDGET OVERVIEW:

Mayor Holaday gave an overview of the fiscal budget. There was a recent meeting on how the CARES ACT will transpire. Some money has come in. The State has been allocated 2.7 Billion with 1.6 million allocated to Newburyport. FEMA will fund 75% of claims and CARES will fund 24%. This is a good system. The State has no submitted numbers as yet; it will be a while. She stated she submitted the quarterly budget to the City Council last Monday. She is encouraged by the decisions that have been made.

FY21 SCHOOL DISTRICT BUDGET & PRIORITIES:

Superintendent Gallagher and **Nancy Lysik** provided a district budget update and discussion of priorities for additional funds. **Superintendent Gallagher** presented a Power Point presentation which included the following:

- Revenue & Expenses Overview
- 2020-2021 Late Start Allocated Funds
- FY21 - Priority List
- FY20 COVID-19 Related Refunds

Lysik said they are watching the Revolving Accounts. The bud company is working on routes. They are progressing as normal and will adjust as they go along.

Sean Reardon asked why they were upping the Assistant Principal at the Molin School.

Superintendent Gallagher explained that with the situation they way it was extra supervision was needed.

Bruce Menin explained that aligning the schedule with Molin/Nock additional staff was needed.

Sheila Spalding asked are we locked into buying ChromeBooks.

Superintendent Gallagher said Chrome Bookds are what we have been using.

Discussion ensued at this point as to looking into something other than ChromeBooks that could be used.

Superintendent Gallagher said this makes sense.

Bruce Menin spoke of the practice run at the High School and asked if there was information and feedback. **Superintendent Gallagher** said they got lots of information and positive feedback.

David Hochheiser asked what sort of technology were teachers interested in using in the classroom.

Sheila Spalding said ChromeBooks were slower.

Brian Callahan asked what happened to the 1 to 1 program that was started. **Principal Wulf** said 7 teachers were part of the pilot program which ended at the end of February. Then the COVID-19 became the focus of attention.

Superintendent Gallagher spoke of exploring different platforms. We will regroup and see where we want to go as a district.

Bruce Menin said 1 to 1 is not off the table.

David Hochheiser asked if

- Bus monies were being collected from parents now? **Nancy Lysik** said yes - parents must pay up front and we will make adjustments if necessary.

- Intervention - **Superintendent Gallagher** said they are working with teachers to get support for students.
- Are there things that the School District is interested in if money comes in. **Superintendent Gallagher** said there are different items we can add in after September.
- He asked if they could talk about the World Language teachers. **Assistant Superintendent Angela Bik** said what makes the most sense at the Middle School - add language at 7 / 8 grade.
- He said this is the first time he has heard that we are offering sub-par language courses.

Discussion ensued re: world language classes at the Middle School - some students did not come into the High School with any language skill.

Brian Callahan asked what is the requirement for World Language at the Middle School.

Angela Bik said they do not have to take a World Language.

Superintendent Gallagher said the benefit of taking a World Language at the Middle School is they come into the High School as advanced students, which frees up time in the higher grades for other subjects.

Principal Wulf said we can offer more advanced level languages - there is more desire to pursue languages.

Brian Callahan asked what language is offered at the Middle School? Answer - Spanish

Mayor Holaday said as we move through the Summer and if funds become available we can look at this. She is pleased where we are. She said she is grateful to the **Superintendent**, Nancy Lysik and the Leadership Team.

DISCUSSION OF DRAFT SCHOOL COMMITTEE GOALS:

David Hochheiser presented an overview of the draft School Committee Goals as follows:

- Superintendent Evaluation
- Budget Proposals
- Update of meeting types and protocols
- Strategic Planning

He is waiting for advice from legal re: fundraising, ownership of computer files, advice on fingerprinting.

Superintendent Evaluation:

He said they have done an exceptional job before.

Mayor Holaday spoke re: School Committee Final Report - she agreed with **David Hochheiser**. The **Superintendent** does Friday reports. She thanked **Mr. Hochheiser** for tightening up the evaluation process.

Bruce Menin said the goals statements are pretty good. He suggested changing the language. The Committee at this point discussed language change.

Budget:

The School Committee will upgrade our communication and deliberation process in order to help us endorse a yearly Superintendent's budget.

Bruce Menin said he would like to see the School Council have more conversation re: community feedback on priorities and budget items before Principals begin meeting with the central office.

Discussion ensued re: what is a level service budget.

Update of Meeting types and protocols:

Ways we can change our meetings.

Strategic Planning:

Start working on Strategic Plan

ASSISTANT SUPERINTENDENT ANGELA BIK'S REPORT:

Assistant Superintendent Angela Bik updated the Committee on the following:

- Summer Planning
They have been meeting over the last several weeks. All is unknown right now. Conversation is taking place as to what kind of enrichment we might do. Deb O'Connor said there was a town hall meeting on Thursday - remote learning was discussed.
- Elementary & Sec. School Emergency Relief Fund - working with administrators - looking at what our assessment needs will be - summer programming, summer curriculum work, curriculum supports, technology, social and emotional health of faculty and students.
- Waivers - CARE ACT
- Grant Total received \$267,952.00 - submit by mid June

SUPERINTENDENT SEAN GALLAGHER'S REPORT:

Superintendent Gallagher updated the Committee on the following:

- May 7 - National Virtual Honor Society - doing best we can. He offered congratulations to the inductees.
- Student belongings - individual student belongings were bagged - curbside pickup occurred today.

Brian Callahan asked how the line was. Answer - it went very well

- Teachers will be coming in to gather their belongings.
- SNAP Program - to allow parents to sign on line.

Brian Callahan asked if that was a yearly thing. Answer - Yes - now they can sign on line - this is a positive thing.

- Timelines - good shape on that.
- Food Program
- Preplanning Actions - Reopening - students and staff are our ultimate priority - ordered children and adult masks.
- Nurses Office - restructuring - nursing procedures, medications - dividers plexiglass SUB-protectors
- Virtual IEPs - on-line signatures
- Thanked Port Media - tonight's meeting was a live broadcast

SUB-COMMITTEE REPORTS:

Joint Ed - Sean Reardon said they met today - discussed budget

Finance - Steve Cole said they met on the 15th - discussed internal transfers, priority list, COVID reimbursements

Policy - David Hochheiser said they met

Superintendent Evaluation - Bruce Menin said they have not met

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.
\$36,299.95

Motion Passed Unanimously

On a motion by **Steve Cole** and seconded by **Shella Spalding** it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant.
\$629,814.40

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.
\$14,061.48

Motion Passed Unanimously

ADJOURNMENT:

Motion:

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

VOTED: To adjourn the School Committee Online Video conference at 9:30 PM.

Motion Passed Unanimously

NPS World Language

6-8 Expansion Plan



Development Process

Since the fall of 2018, the 6-12 World Language Team has been working with Dr. Nicole Sherf to:

- Establish department mission
- Identify core program goals
- Develop share instructional approach with a focus on
 - Use of authentic resources
 - Use of target language
 - Communicative language
 - Clearly defined use role of grammar
- Establish competencies and define spiral of curricula

NPS World Language Program

Who we are: A collegial and innovative team of professional language educators

What we do: Inspire lifelong language learners to engage and interact in the language and culture

Why we do it: To enable our students to communicate and connect competently with other cultures, for personal enrichment and enhanced career opportunities

Current Courses grade 6-8

- **Grade 6**
 - Course: Introduction to the study of world language (Spanish)
 - Meets: once in a 5-day rotation for 60 minutes (approximately 33 classes per year)
 - Explore course
- **Grades 7-8**
 - Course: Spanish I (course is covered over 2-year period)
 - Meets: two or three times weekly (Friday meetings rotate A week, B week) for 60 minutes (approximately 90 classes per year)
 - Expanded Explore course (Explore meets only once in a 5-day rotation)
 - 2019-20 only: Pilot of German I (partial course) / 90 classes per year
- **Staffing**
 - 2 FTE teachers
 - Caseload for each: approximately 260 students

Proposed 2020-21 School Year

- **Grade 7-8**
 - Courses:
 - Grade 7: Spanish I
 - Grade 8 Complete Spanish I, begin Spanish II
 - Meets:
 - Would be scheduled as a part of the core team (ELA, MA, SC, SS, SP, Special Education).
 - Meeting times are dependent on the final schedule. For example, the course could meet daily for 45 minutes, every other day for 90, or 4 times in a 5-day rotation.
 - Same time on learning as core subjects
 - Staffing
 - 4 FTEs, one teacher for each grade level team (additional 2 FTEs)
 - Caseload: 85-100, same as core teachers
 - Expanded stipend for WL curriculum leader as he/she will be leading 7-12 curriculum, assessment and instruction
 - Materials
 - Curriculum resources will need to be allocated for Spanish II

2020-21 continued

- **Benefits**
 - Allows for full course to be taught in one year
 - Provides realistic caseload for teachers
 - Integrates world language into the core curricula
 - Supports opportunities for interdisciplinary teaching and a more rigorous curriculum
 - Supports increased numbers of students graduating high school at a higher level of competency in world language
- **Concerns**
 - Space--teams have four core classrooms, there are not any unused classrooms at Nock/Molin
 - Scheduling--change would need to take place early enough in the summer to allow for (1) the development of a new schedule and (2) the actual scheduling of all students
 - Hiring--decision would need to be before the end of July to allow for an effective hiring process
 - Materials--we will need to purchase Spanish II resources for middle school.
 - No world language in grade 6.

2021-22 School Year

- Courses:
 - Grade 6: Spanish I
 - Grade 7 Spanish I (first year for this cohort)
 - Grade 8 Spanish II
- Meets:
 - Would be scheduled as a part of the core team (ELA, MA, SC, SS, SP, Special Education).
 - Meeting times are dependent on the final schedule. For example, the course could meet daily for 45 minutes, every other day for 90, or 4 times in a 5-day rotation.
 - Same time on learning as core subjects
- Staffing
 - 6 FTEs, one teacher for each grade level team (**additional 2 FTEs**)
 - Caseload: 85-100, same as core teachers
 - Expanded stipend for WL curriculum leader as he/she will be leading 6-12 curriculum, assessment and instruction
- Concerns
 - Space--same concern will be faced, where to put the class.
 - Scheduling--should not be a large concern, use schedule template from SY20-21
 - Hiring--similarly, decision about hiring needs to be made early enough to hire quality staff

2022-23 School Year

- Courses
 - Grade 6: Spanish I
 - Grade 7: Spanish II
 - Grade 8: Spanish II
- Meets:
 - Would be scheduled as a part of the core team (ELA, MA, SC, SS, SP, Special Education).
 - Meeting times are dependent on the final schedule. For example, the course could meet daily for 45 minutes, every other day for 90, or 4 times in a 5-day rotation.
 - Same time on learning as core subjects
- Staffing (remains same as SY 21-22)
 - 6 FTEs, one teacher for each grade level team
 - Caseload: 85-100, same as core teachers
- Concerns—should have been addressed in SY 21-22

By SY 23-24 middle school students will complete Spanish I, II, III

May 19, 2020



End of Year Ceremony Planning

In Person Graduation - July 23 (6:00PM)

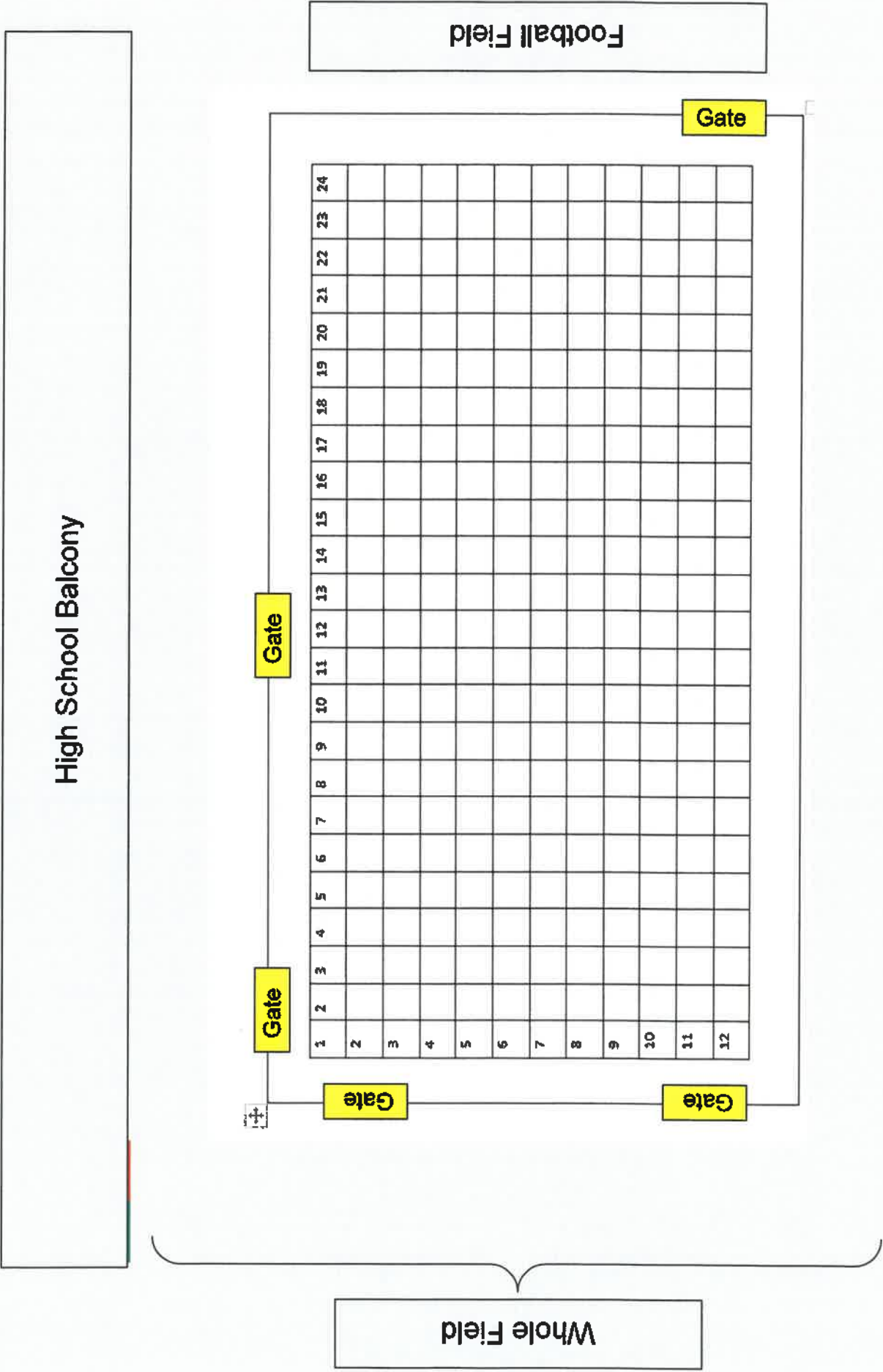


- 2 Guests per graduate (guests must be immediate family members)
- Pre-registering of attendees
- Staggered and Escorted Arrival and Departure
- The field has multiple gates. Each student with their guest will be assigned a gate to enter and leave from.
- Everyone wears a mask
- No Processional - Student sits with 2 invited guests upon arrival
- Field and bleachers can be organized into over 300 squares that are 15'x15'

Football Field: 288 Squares that are 15 x 15

Whole Field: 360 Squares that are 15 x 15

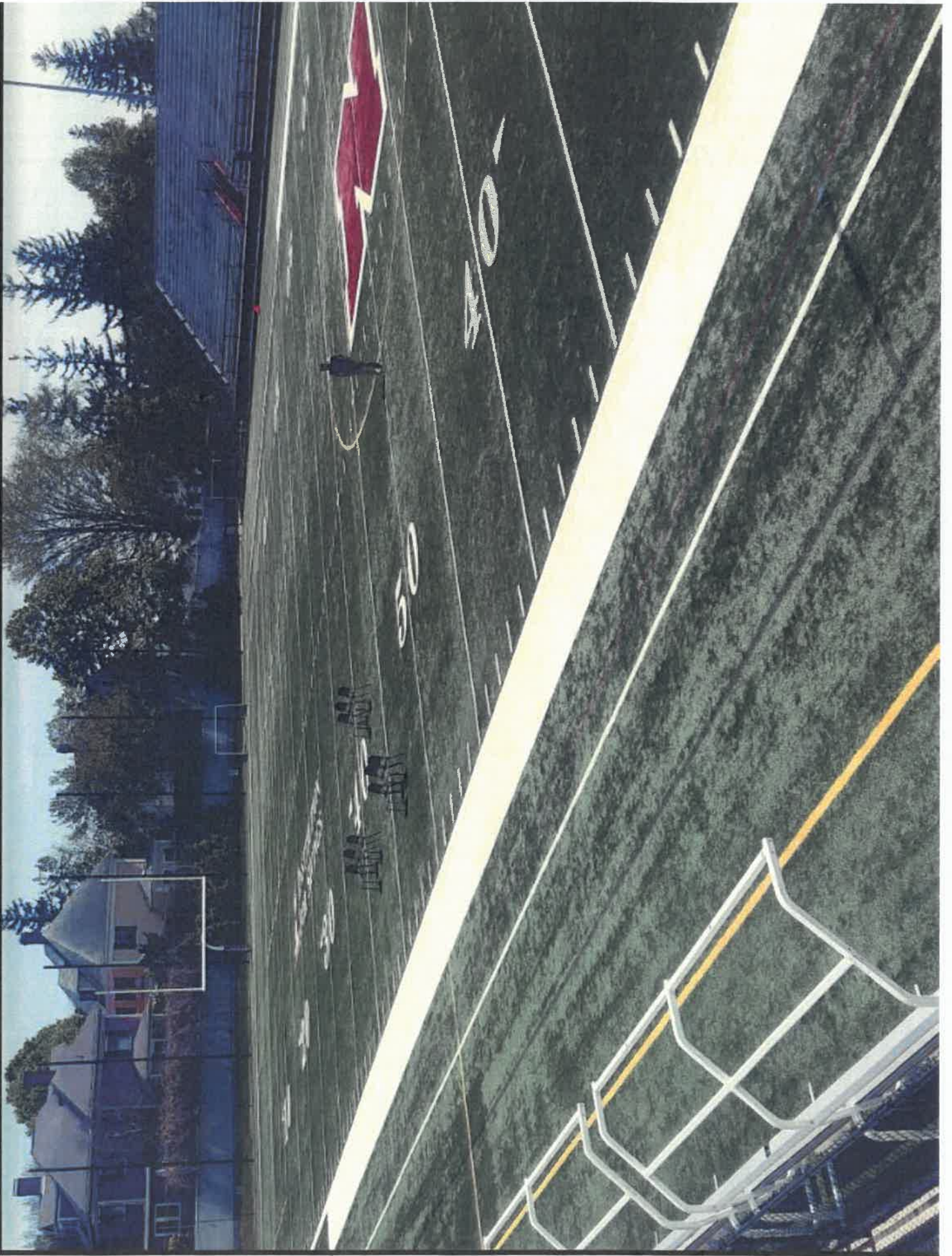
We need to use 176

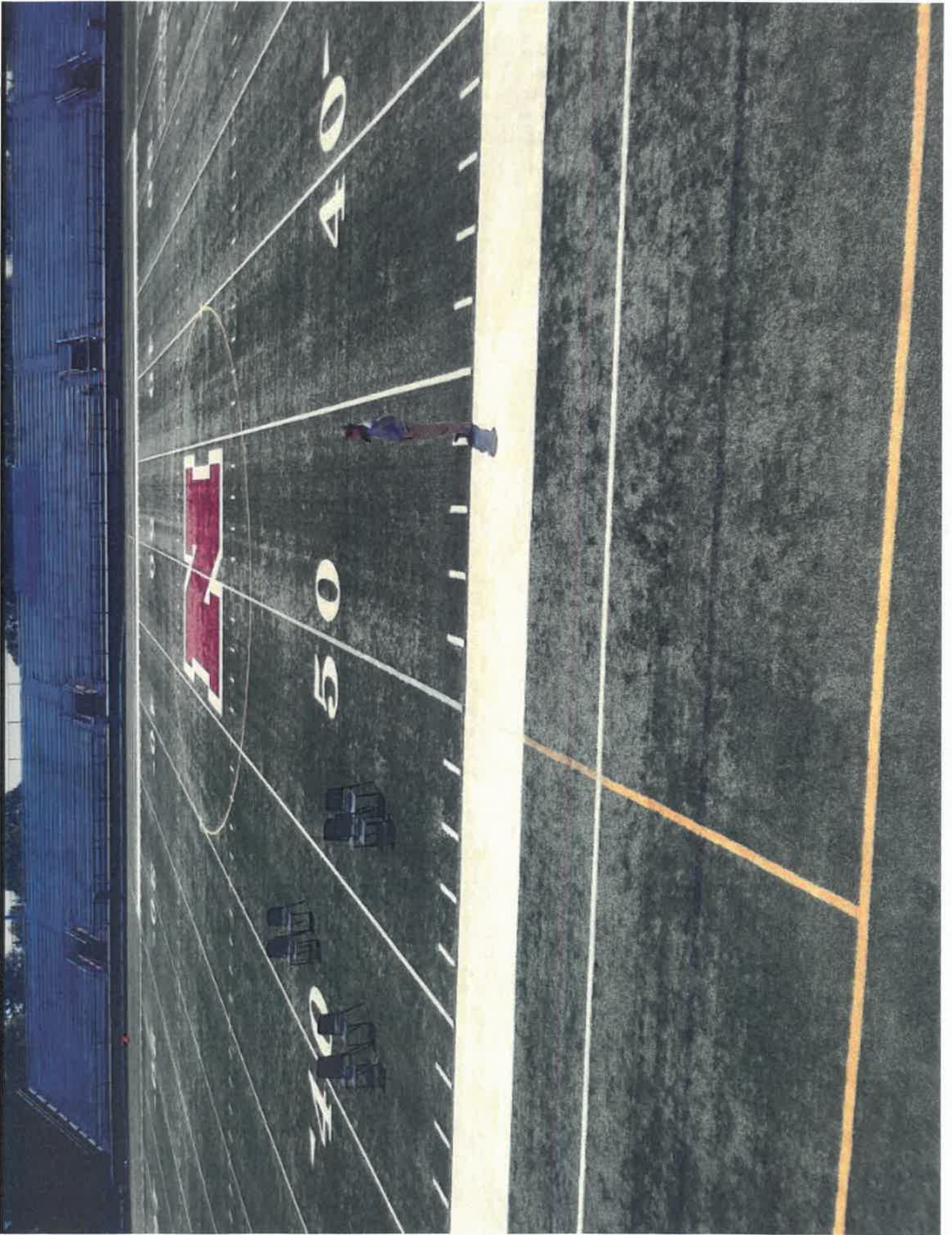






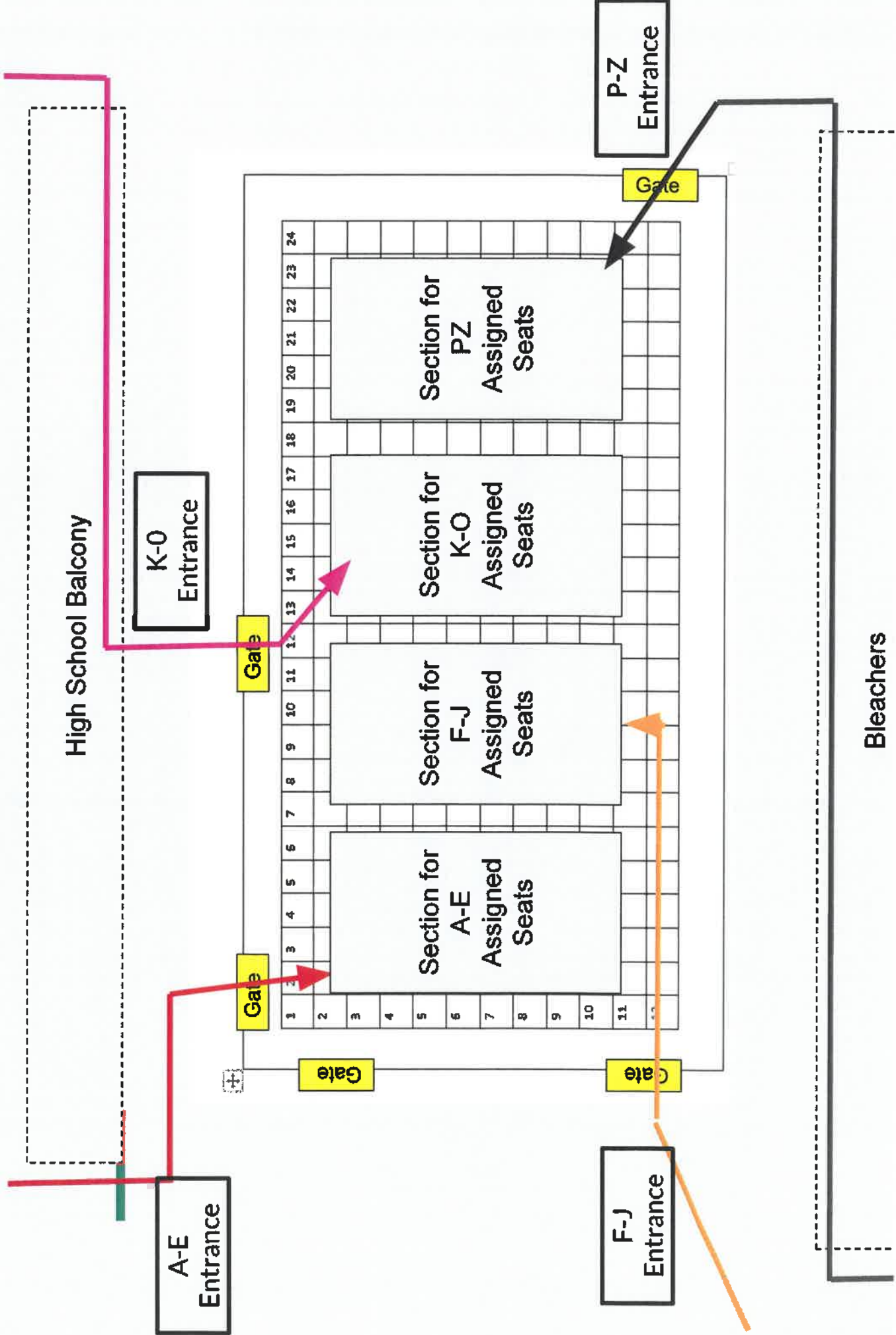






SYSTEMATIC ENTRANCE AND DISMISSAL:

- Arrival time frame given for each family of 3
- Staff available to manage staggered arrival
- Dismissal by family of 3
- Each gate will 44 family units pass through at staggered times for entrance and dismissal



Senior Car Parade



- Down High Street
- Sing-out reflection video will air 30 minutes after end of parade so that students return home.
- June 7th

NHS SENIOR ACTIVITIES - CLASS OF 2020

Schedule for Seniors			
Date	Time	Event	Notes
May 22	4:00 – 6:00 PM	NHS Faculty Distributes Lawn Signs to Graduates	
May 27	9:00 – 3:00 PM	Senior Obligation Collection	
May 27	6:30 PM	Scholarship Awards Ceremony	Local Channel 9 https://ncmhub.org/share/channel-9/
June 3	9:00 – 3:00 PM	Cap and Gown Pick-up Day	A schedule will be forwarded for seniors to pick-up their bag.
June 3	7:00 PM	Vespers Ceremony	Local Channel 9 https://ncmhub.org/share/channel-9/
June 4	7:00 PM	Ivy Day Ceremony	Local Channel 9 https://ncmhub.org/share/channel-9/
June 7	11:00 AM	Car Parade/Sing Out	Diplomas will be passed out
June 8 - 9	Sign-up	Formal Picture in Front of High School	Picture taken by Sullivan Studios
July 23	6:00 PM	Graduation	

School Committee Meeting Schedule July 2020 – June 2021

DRAFT – May 2020

NOTES:

School Committee Meetings are held on the 1st and 3rd Mondays of each month at 6:30 PM at the Senior/Community Center; (by city Charter, SC meetings shall not meet on the same day as a regular city council meeting, except in case of an emergency.)
 *Exceptions to the rule: *Tuesday, September 7 due to Labor Day; *November 17 - Joint FY22 Budget meeting; *Tuesday, January 19 due to MLK holiday; and *February 23 & *April 27 meetings are on the fourth Tuesday of the month due to school vacation weeks, and not to conflict with City Council meetings.

DATE	TIME	INFO	DATE	TIME	INFO
SUMMER RETREAT Wednesday, July 29, 2020	9:00 AM- 1:00 PM	RETREAT	Monday, January 4, 2021	TBD	*Inauguration/Organizational
2020-2021					
August 3, 2020	6:30 PM	Business Meeting	*Tuesday, January 19, 2021	6:30 PM	RETREAT Central Office, 70 Low St.
August 17, 2020	6:30 PM	Business Meeting	February 1, 2021	6:30 PM	Business Meeting
*Tuesday, Sept. 8, 2020	6:30 PM	Business Meeting	*Tuesday, February 23, 2021 <i>Public FY22 Budget Forum</i>	6:30 PM	Business Meeting
September 21, 2020	6:30 PM	Business Meeting	March 1, 2021	6:30 PM	Business Meeting
October 5, 2020	6:30 PM	Business Meeting	March 15, 2021	6:30 PM	Business Meeting
October 19, 2020	6:30 PM	Business Meeting	April 5, 2021	6:30 PM 7:00 PM	Public Hearing on Budget Business Meeting
November 2, 2020	6:30 PM	Business Meeting	*Tuesday, April 27, 2021	6:30 PM	Business Meeting
November 16, 2020	6:30 PM	Business Meeting	May 3, 2021	6:30 PM	Business Meeting
*Tuesday, Nov. 17, 6:30 PM	City Council Joint Mtg.	& School Comm. FY22 Budget	May 17, 2021	6:30 PM	Business Meeting
December 7, 2020	6:30 PM	Business Meeting	June 7, 2021	6:30 PM	Business Meeting
December 21, 2020	6:30 PM	Business Meeting	June 21, 2021	6:30 PM	Business Meeting

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