

Town of Mashpee

Town Clerk



16 Great Neck Road North
Mashpee MA 02649
Phone # 508-539-1400 ext. 561
Fax # 508-539-2892
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Date: October 9, 2019

Mashpee Town Hall
16 Great Neck Road North
Mashpee, MA 02649

In accordance with the Massachusetts General Laws, Chapter 39, Section 23A-C, regarding
Massachusetts Open Meeting Law the

School Committee-Business Meeting

give you notice that it will meet for the purpose of acting upon such business as may come before it.

Day and Date of Meeting: Wednesday, October 16, 2019

Time of Meeting: 5:30 p.m.

Place: Quashnet Library, 150 A Old Barnstable Road, Mashpee MA

Chairman: Geoff Gorman/g.k.h.

Windows will be closed and lights will be shut off after meeting.

Initials

*****Please keep in mind that rooms are assigned on a first come, first serve basis. Therefore, it is imperative that you notify this office as quickly as possible to reserve your meeting room.***

Except in an emergency, a notice of every meeting of any governmental body shall be filed with the clerk of the city or town in which the body acts, and the notice or a copy thereof shall, at least forty-eight hours, including Saturdays but not Sundays and legal holidays, prior to such meeting, be publicly posted in the office of such clerk or on the principal official bulletin board of such city or town.



**MASHPEE PUBLIC SCHOOLS
SCHOOL COMMITTEE BUSINESS MEETING
October 16, 2019 at Quashnet School
150A Old Barnstable Road, Mashpee MA
5:30 PM/ Agenda****

Mission and Vision for the Mashpee Public Schools

The mission of the Mashpee Public Schools is to ensure a comprehensive program of academic rigor, scope, and depth to prepare all students to be college and career ready and to value service to others. The vision of the Mashpee Public Schools is that every student, every day, is safe, respected, and ensured to achieve excellence in a personalized learning environment that includes quality teaching, small class sizes, and the use of technology.

1	5:30 PM	Call Regular Meeting to Order/Pledge of Allegiance
2	5:31	*Ratify agenda of October 16, 2019
3	5:32	Public Comment
4	5:42	*Approval of minutes of September 18, 2019
5	5:45	Report of the Student Representative- Skyla Rimple
6	5:55	Representative from the Mashpee Wampanoag Tribe
7	6:05	Coombs School Share Out--Principal LaBelle and guests
8	6:15	Report of the Superintendent <ul style="list-style-type: none"> • Updates • Acknowledgements • Proposed solar project (DPW)--update • Proposed Use of School Choice Funds--update • FY21 CIP requests • MMHS traffic flow update • Student Opportunity Act
9	6:30	Report of the Business Manager <ul style="list-style-type: none"> • FY20 Budget Update • Superintendent's Draft FY 2021 MPS Budget and draft summary
10	6:55	Report of Subcommittees
11	7:05	Working Group Updates
12	7:15	Specifically Assigned/Unfinished Business: <ul style="list-style-type: none"> • Victim's advocacy • *SY 19-20 School Committee meetings--conflicts with Cape Cod Collaborative Board meetings • NSBA Conference (April 4-6) in Chicago • *School Committee Draft FY20 goals • School Committee Communications
13	7:30	New Business <ul style="list-style-type: none"> • *Policy EEB--Vehicle Use for Official School Business- update based on insurance company recommendation • *MASC Delegate • MASC-MASS Joint Conference--Mashpee Presentation: Creating a Connected Community (Wednesday, 11/6--12:40 PM - 1:40 PM)--Patty DeBoer and Nicole Bartlett • FYI-Upcoming Events- Town Meeting Oct 21, Mashpee Christmas Parade, Dec 7
14	7:45	Items the Chair did not reasonably know in advance (Other)
15	7:50	Public Comment
16	8:00	*Adjournment

***Vote Required **The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up for discussion.**

**School Committee Meeting
September 18, 2019
Minutes**

Present were: Goeff Gorman, Nicole Bartlett, Chris Santos, Don Myers, absent George Schmidt. Also present was Patty DeBoer, Hope Hanscom and Paul Funk

1. **Call Meeting to Order/Pledge of Allegiance**
Mr. Gorman called the meeting to order at 5:30 pm
2. ***Ratify agenda of September 18, 2019**
Ms. Bartlett made a motion, seconded by Mr. Santos to ratify the September 18, 2019 agenda.
Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none
3. **Public Comment**
None
4. ***Approval of minutes of August 21, 2019**
Mr. Santos made a motion, seconded by Mr. Myers to approve the minutes of August 21, 2019 with the changes requested by Mr. Myers.
Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.
5. **Report of the Student Representative - Skyla Rimple**
Skyla gave an update on the events since the start of school.
6. **Representative from the Mashpee Wampanoag Tribe-John Hanlon**
John Hanlon is a member of the Native Youth Community Projects (NYCP)
John presented an informative update on the many projects and events taking place.
7. **Report of the Superintendent**
 - **Personnel Update**
Mrs. DeBoer presented an update on personnel
 - **Share-out on start of school**
Mrs. DeBoer spoke about the smooth start of the school year.
 - **Update on proposed use of school choice funds**
Mrs. DeBoer reviewed the use of school choice funds with the Committee.

- **Acknowledgements**
Mrs. DeBoer acknowledged the many organizations that sent backpacks, school supplies, etc to the school. Mashpee is a very generous community.
 - **Superintendent's FY20 goals**
Mrs. DeBoer presented her goals for the 19-20 school year.
 - **Soltec Energy-Town of Mashpee proposal--Installation of solar panels**
Mrs. DeBoer spoke about the Town's proposal to install solar panels on the Coombs and Quashnet roof.
8. **Report of the Business Manager**
Mr. Funk presented an update on the budget.
- ***FY20 Food Service wage increases**
Mr. Myers made a motion, seconded by Mr. Santos to approve the salary increases for food service staff, as presented, effective July 1, 2019.
Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.
 - **Superintendent's Draft FY2021 MPS Budget**
The draft FY2021 school budget was discussed
9. **Robert's Rules of Order Share-out - Geoff Gorman (Postpone/Table)**
Mr. Gorman spoke about the difference between postpone and table.
10. **Report of Subcommittees**
Superintendent evaluation sub committee
The sub committee met to talk about goals and to compare the process going forward.
Policy sub committee
The sub committee met with respect to the public comment policy. They will make a recommendation at a later meeting.
11. **Working Group Updates**
Efficiency and Effectiveness Working Group
Update to school committee regarding standing sub-committees and liaisons.4
12. **Specifically Assigned/Unfinished Business**
***SY 19-20 School Committee meeting date conflicts**
Mr. Myers made a motion, seconded by Mr. Santos to postpone this item indefinitely.
Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.

13. New Business

- ***Revised FY20 and FY21 School Calendars**

Ms. Bartlett made a motion, seconded by Mr. Myers to approve the 19-20 calendar.

Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.

Ms. Bartlett made a motion, seconded by Mr. Santos to approve the 20-21 calendar.

Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.

- ***Public Participation at School Committee Meetings Policy (Policy BEDH)-update**
- ***Guidelines for Public Comment (Policy BEDH-E)--remove**
- ***Conduct of Meetings (Policy BED)-update**

Ms. Bartlett made a motion, seconded by Mr. Myers to suspend the 1st read policy.

Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.

Mr. Myers made a motion, seconded by Ms. Bartlett to approve the recommendations from the subcommittee and accept Policy BEDH, BED and remove BEDH-E as presented.

Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.

- **MMHS Traffic Flow**

Mrs. DeBoer will be collaborating with others to find solutions to improving the MMHS traffic flow.

- **School Committee Communications Update**

The Committee discussed a process for handling communications from the parent and/or community members.

- **School Committee Draft Goals**

The Committee members will be finalizing their goals in October.

- **FYI-Upcoming Events (Oct 1-Special Election, Oct 5-Octoberfest, Oct 21-Town Meeting)**

The list of upcoming events are in the packet.

14. **Items the Chair did not reasonably know in advance (Other)**

None

15. **Public Comment**

None

16. ***Executive Session - (Bargaining with Unit A)**

Mr. Myers made a motion, seconded by Mr. Santos to adjourn the regular meeting at 7:20pm and enter into the Executive Session for the purpose of bargaining with Unit A and not return to the regular meeting.

Roll Call Vote: In favor - Mr. Myers, Mr. Santos, Ms. Bartlett and Mr. Gorman; opposed - none.

Respectfully submitted by,

Catherien E. Loyko
School Committee Recording Secretary

MASHPEE PUBLIC SCHOOLS: PERSONNEL SUMMARY REPORT
As of September 13, 2019

S.

ADDITIONS/CHANGES

DISTRICT WIDE

KENNETH C. COOMBS SCHOOL

Kerri Moll – School Adjustment Counselor
Donna Kelley – Food Service Worker

QUASHNET SCHOOL

Theresa Richards – School Nurse

MIDDLE/HIGH SCHOOL

SPECIAL EDUCATION

OPEN POSITIONS

Literacy Coach – District Wide

MASHPEE PUBLIC SCHOOLS
Monthly Report- September 2019 KENNETH C. COOMBS SCHOOL
Principal Paul LaBelle

60'

Enrollment:

Grade	IN	OUT	Total	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6
PS			24	24					
PK			67	16	16	18	17		
K			96	16	15	16	18	15	16
1			95	16	15	15	14	18	17
2			111	19	20	18	19	18	17
Total			393						

Enrollment as of October 1, 2019 Students 393 23 Homerooms Attendance Rate: 17%

Acknowledgements:

WE are grateful to the following organizations that were present for our families at this year's Open House:

- Boy Scouts
- Girl Scouts
- Bethany Gay, CFCE
- Nurse Stacey -Drug Task Force
- KCC PTO
- Consuelo Carroll- Outreach Coordinator at [#WeAreMashpee](#)
- Mashpee Boys and Girls Club
- Stop and Shop

A special thank you to Assistant Superintendent, Hope Hanscom for facilitating the rollout of the district's new reading program, Wonders! Parents were able to view program materials in their child's classroom during Open House.

KCC is grateful to Principal O'Brien for inviting us to join them in their chapter of Cape Kids Meals. This will provide food to up to 30 students within the district. We look forward to beginning this in October.



MASHPEE PUBLIC SCHOOLS
Monthly Report- September 2019 KENNETH C. COOMBS SCHOOL
Principal Paul LaBelle

7.

Highlight(s):

Welcome to our new staff: recess monitor, **Ashley Rockefeller**; paraprofessionals, **Michelle Burd**, **Nadja Carbone**, **Inesa Mahoney**, **Helen Rose**, **Jamie Vincent** and **Chaela Walker**; special education teacher, **Jennifer Amento**; kindergarten teacher, **Edrina Boroyan**; **Liesl Keller**, music teacher (coming from MMHS); and assistant principal, **Debra Goulart**, a former KCC grade two teacher. Also, welcome long-term substitute, **Kelly Farwell** who is covering until **Trish Carlson** returns from maternity leave.

Important Dates:

September 11 - Individual student photos; PTO meeting

September 13 - PTO-sponsored KCC and QS Family BBQ.

September 16- STAR testing began, F&P benchmarking occurred during the entire month of September

September 19-Open House

KCC honored some of Mashpee's first responders by showing up at the **Mashpee Fire Department** with a banner and freshly back bagels as a thank you for keeping us safe. **Kindergartners** will be taking walking field trips to the station in October.



MASHPEE PUBLIC SCHOOLS
Monthly Report - September 2019: QUASHNET SCHOOL
Principal MaryKate O'Brien

8.

Enrollment:

Grade	IN	OUT	Total	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7
3			100	3AR-17	3BR-16	3PO-17	3SC-17	3SO-17	3ST-16	--
4			120	4GO-20	4KE-20	4LO-20	4MA-19	4MC-21	4ST-20	--
5			117	5BA-20	5-BE-19	5FR-19	5GR-20	5MA-20	5PI-19	
6			123	6BA-17	6BL-17	6GE-18	6JO-18	6MC-17	6SW-17	6WI-19
Total			460	Enrollment as of 9/30/19 - 25 Homerooms - Attendance Rate - 96.72%						
				Percentage of students with chronic absenteeism - 14%						

Acknowledgments:

Every year our school is sparkling clean and ready to start the school year - thank you to all our custodial staff for their work inside and to DPW for their work around the grounds. Quashnet School looks great and students are enjoying lunch outside on the new patio!

Congratulations to Mrs. Geggatt, Mrs. McKay, and Ms. Ream for being selected to participate in an educator training session about the USS Constitution. They explored interdisciplinary lessons based on the new Social Studies Frameworks while sailing around Boston Harbor on "Old Ironsides."

Thank you, Suzy Brooks, for finding an application online for parent-teacher conference sign-ups. This new program, myconferencetime.com is easy to use, professional, and I have received positive feedback from both parents and staff.

Highlights

Quashnet after-school programs began the week of September 16th. Offerings include NEHS, K-Kids, Grade 6 Student Council, knitting, flag rugby, board games, arts & crafts, flag football, Minecraft.Edu, and Lexia. The Quashnet School music program has also moved to after school ensembles for Grades 5 & 6. Currently, we are serving approximately 305 students per week in after or before school programs. We offer two late buses on Tuesday, Wednesday, and Thursday every week.

WIN (What I Need) classes began in Grade 3-5 on October 1. In September teachers worked to group students by need using current assessment data. WIN is an opportunity for students to receive targeted small group reading instruction. For example, some students will participate in phonics instruction while others may work on comprehension skills. WIN groups are not fixed groups; students will change groups periodically throughout the year based on their specific need for growth.

Grade 6 teachers began to work over the summer to design a framework for Genius Hour for their students. These teachers have established guidelines and expectations for students as they explore their interests. What is genius hour? "It's when students get a choice," explains Joy Kirr (*Shift This*), who started using Genius Hour with her seventh-grade students in 2012. The basic concept of Genius Hour is that teachers set aside time each day or week for students to work on an inquiry-based project they are passionate about. Students choose their topic, use a variety of methods for learning (reading, experimenting, watching videos, etc.) and decide how they'll share that learning (a demonstration, an illustration, an invention) - all based on what best suits their strengths and interests. Genius Hour will take the place of WIN in Grade 6. There are four phases in the process of Preparation, Planning, Produce, and Present. I am excited to see these projects and research take shape.

MASHPEE PUBLIC SCHOOLS
Monthly Report-September 2019: MASHPEE MIDDLE HIGH SCHOOL
Principal Mark Balestracci

9.

Enrollment:

GRADE	7	8	9	10	11	12	TOTAL
IN							
OUT							
TOTAL	148	109	120	115	113	105	710

Enrollment as of 09/30/2019 - 710 Students Attendance Rate: 97% Middle School 98% High School
% Students with Chronic Absenteeism - 13.1%

Acknowledgements:

Thank you to staff and faculty for a wonderful start to the 2019-2020 school year.

Thank you to the Mashpee Wampanoag Tribe Education Department for arranging visits for Native students from UMass Dartmouth and Tufts University Admissions Departments.

Thank you to MMHS Teachers for a successful and well attended Open House. The feedback from families was positive and enthusiastic.

Thank You to our Counseling Department, Mrs. Kett and Mr. Patenaude for organizing the MEFA Financial Aid night for students and families.

Congratulations to our Technology Department of being named a Program of the Year for Technology and Engineering by MassTec (Massachusetts Technology Education/Engineering Collaborative)

Thank You to the Class of 2020 Advisor Trish Donovan for organizing Homecoming activities. Also Thank You to the volunteer Chaperones for the Homecoming Dance.

Highlight(s):

On September 12th Lt. Governor Karyn Polito toured MMHS's computer and robotics lab which received \$250,000 Skills Capital Grant. Mashpee Middle High School has partnered with Cape Cod Community College, Massachusetts Maritime Academy, and Quinsigamond Community College to develop a new Innovation Pathway in manufacturing. The program offers student credit-bearing college courses, campus experiences, and postsecondary options. After school opportunities and summer STEM-related experiences will be offered to K-8 students on the Cape and Islands.

Following her visit to MMHS, Lt. Governor Polito made an appearance for a STEM Network event at Cape Cod Community College where students from MMHS Robotics Teams participated.

10.

MASHPEE PUBLIC SCHOOLS

Jaime L. Curley, Ed.D.
Director of Special Education Services

Special Education – September 2019

The next Special Education Parent Advisory Council (SEPAC) meeting will be Basic Rights workshop on 10/30/19 at 6:00 pm in the MMHS Main Office Conference Room. Christine Riley and Tina Qvarnstorm will present this material and provide parents and/or guardians with a basic understanding of the complex special education laws and procedures. This workshop is free and everyone is welcome.

The SEPAC is looking for officers (President, Vice-President, Treasurer and Secretary). SEPAC is a volunteer organization that works to support parents and guardians of children with disabilities. It is open to any parent/guardian of a child with special needs, as well as any members of the community with an interest in special education. SEPAC Officers meet regularly with the district Special Education Administration to discuss the needs of students and to develop an understanding of goals and approaches of special education services in the Mashpee School District. In partnership with the District Administration, SEPAC members examine special education issues to improve the educational opportunities available to our children. Future SEPAC meeting dates are: 1/29/20 and 4/29/20.

In September, the district conducted child find activities. The district placed a notice in the newspaper as well and sent out letters to various community partnerships to fulfill its obligation. Child find is a legal requirement for schools to find children who have disabilities (birth to 21) and need services. Child Find is part of a federal law called the Individuals with Disabilities Education Act (IDEA).

Special Education Enrollment:

School	ACTIVE IEPS Sept. 2019	ACTIVE IEPS May 2019	ACTIVE IEPS Sept. 2018
KCC PreK	35	28	20
KCC	41	37	44
Quashnet	80	81	84
MMS/MHS	107	95	114
Other (Transportation Only, Home-Tutored, Homeschooled, Post-Graduate, Private School)	2	5	1
Out of District (includes cost share)	21	20	18
Total Special Ed. Students	286	266	285

11.

Mashpee Public Schools
Report of the Outreach Coordinator - Consuelo Carroll
September 2019

Events Attended

Athletic Night
Quashnet Open House
KC Coombs Open House
MMHS Open House
Quashnet PTO
Police Open House

#WeAreMashpee – store event

International Dot Day

Volunteer Engagement

Added 27 volunteers
Outreach to 18 either placed or connected with teacher/principal
2 awaiting CORI
Created a volunteer webpage with the ability to register online
Connected with Rich Matlak regarding HS volunteer opportunities

Community Engagement

Imedia Tech spoke to about volunteering at Hackathon
Town IT dept. spoke to about volunteering at Hackathon
Amy Snider – will speak to Fashion Design class
Meet with Mass Hire – Kara Galvin, Mike Looney and Megan Tammaro to discuss innovation pathways
People donating books for Little Free Library

PR/Marketing

Met with Jessica Hill new Mashpee Enterprise reporter
Front page article in Mashpee Enterprise
Mashpee Public schools bulletin board at the Post Office
Updated #WeAreMashpee webpage
Added Alumni webpage and Volunteer webpage

Social Media – growing followers and increasing posting weekly

Instagram
Posts 8
Followers 172

Twitter

Posts 11

Followers 77

Tweet impressions 4,689

12.

Facebook

Posts 9

Followers 52

LinkedIn – Mashpee Alumni Network

Posts 1

Followers 103

Alumni on LinkedIn 262 (reaching out to these individuals)

#WeAreMashpee Outreach Site

Sept. Sales \$1232.23

Online pop up store created

Hours Tuesday – Sat. 11 to 6pm and Sun 11 to 5pm

Added Southport Volunteer section

Added Athletic Schedules

Brought out Osmo iPad's

Reordered popular items

New inventory ordered

To: Patricia DeBoer , Mashpee, Superintendent of Schools
From: Matt Triveri, Mashpee Middle School and High School Athletic Director
RE: September 2019 Department Report

Varsity Team Records

Field Hockey: 2-7

Girls Soccer: 4-5-1

Football: 2-1

Boys Soccer: 2-7

Golf: 10-2

Sub-Varsity Team Records

Sub-Varsity Football- 3-1

JV Field Hockey- 3-2-1

JV Boys Soccer- 2-5

JV Girls Soccer- 7-1

Middle School Team Records

Football 2-2

Girls Soccer- 0-5

Boys Soccer- 0-5

Field Hockey- 0-3

Cross Country- 1-1

Athletic Department Notes

- * Golf is currently leading the South Shore League Tobin Division.
- * Varsity football is ranked third in Division VII in Eastern Massachusetts
- * Samantha Kersey is currently the leading the South Shore League Tobin division in goals in girls soccer
- * All Varsity teams have completed community service hours in Mashpee this year.
- * The SSL Cheer Competition will take place on 11/7 at Abington High School; times are TBD

New Coaches:

Middle School Boys Soccer- Lew Farwell

Coach Farwell was one of the original founders of Mashpee Youth Soccer. He has also coached multiple travel teams at different age levels over fifteen years. He had 2 sons that played in Mashpee, one that moved on and played at the Division 2 level in college.

Middle School Girls Soccer- Danielle Barger

Coach Barger coached eight years for Mashpee Youth Soccer in the South Coast Travel League. She has worked for fifteen years as a personal trainer and fitness instructor. She had one daughter play at Mashpee High School and her son is currently a captain on the boys soccer team.

MASHPEE PUBLIC SCHOOLS
SYSTEM-WIDE ENROLLMENTS

As of September 2019

COOMBS SCHOOL										QUASINET SCHOOL						MIDDLE						HIGH SCHOOL						SPEC. ED.			
Month	PS	Pre-K	K	1	2	Tot.	3	4	5	6	Tot.	Tot. Elem	7	8	Tot.	9	10	11	12	Tot.	TOTAL DISTRICT	KCC	QS	MMS/ MHS	Tot. Sped						
Sept	24	67	96	95	111	393	100	120	117	123	460	853	148	109	257	120	115	113	105	453	1563	76	80	107	263						
Oct															0					0					0						
Nov															0					0					0						
Dec															0					0					0						
Jan															0					0					0						
Feb															0					0					0						
Mar															0					0					0						
Apr															0					0					0						
May															0					0					0						
															0					0					0						

CAPE COD TECH							OUT-OF-DISTRICT	
Month	Gr. 9	Gr. 10	Gr. 11	Gr. 12	Total		Month	#
Sep	16	7	13	12	48		Sep	21
oct							Oct	
nov							Nov	
dec							Dec	
jan							Jan	
feb							Feb	
Mar							Mar	
April							Apr	
May							May	
June							June	

Prior Years' Totals																			Total		
	PS	K	1	2	3	4	5	6	7	8	9	10	11	12	Total						
Oct-05	34	165	122	130	154	134	153	140	175	167	161	174	150	147	2006						
Oct-06	40	145	176	130	146	155	139	152	139	176	174	157	179	167	2075						
Oct-07	69	133	154	143	131	145	151	141	154	146	167	177	160	184	2055						
Oct-08	36	167	127	145	131	125	135	133	130	145	117	145	146	136	1818						
Oct-09	70	149	153	124	151	133	130	132	141	134	155	120	125	139	1856						
Oct-10	73	151	137	145	127	157	130	119	125	136	108	124	111	124	1767						
Oct-11	67	121	144	139	151	133	144	130	125	130	121	103	114	115	1737						
Oct-12	68	126	118	144	139	153	131	142	126	139	113	110	102	114	1725						
Oct-13	64	122	123	114	141	135	147	128	138	126	123	107	108	94	1670						
Oct-14	92	106	122	123	109	136	131	149	127	141	119	109	99	104	1667						
Oct-15	81	120	100	125	135	104	135	131	149	127	114	105	106	97	1629						
Oct-16	93	108	126	105	132	140	106	140	128	151	129	111	98	110	1677						
Oct-17	74	122	101	119	116	132	135	102	140	130	129	112	111	99	1622						
Oct-18	97	97	112	101	118	116	128	138	111	140	118	122	111	117	1626						

14.



Patricia DeBoer <pdeboer@mpspk12.org>

15.

belated thank you

1 message

Mary Lou Palumbo <mipalumbo@mashpeechamber.com>

Thu, Oct 3, 2019 at 12:06 PM

To: Gail Hannan <ghannan@mpspk12.org>

Cc: Patricia DeBoer <pdeboer@mpspk12.org>, Matthew Triveri <mtriveri@mpspk12.org>

Hi Gail,

Just want to send you a belated and well deserved thank you for helping us make contact with Coach Triveri over the summer to get volunteers for clean up at La Tavola, our annual summer fundraiser. Coach Triveri recruited some football players and also contacted soccer coaches Ed Furtek and Joe Lombardi who secured some soccer players too!

The help of these fine young athletes made a huge difference this year because our volunteers, including some who are elderly, did not have to stay for clean up with is usually labor intensive for most of them, after a long day of volunteering.

It's great to know that our Mashpee High School athletes are also doing great things off the field and we are all very grateful.

Proceeds from La Tavola benefit our scholarship fund and this year's event was a huge success! We truly are a "Connected Community" and I'm very proud to be part of it.

All the best,

Mary Lou

Mary Lou Palumbo
Executive Director/CEO
Mashpee Chamber of Commerce
508-477-0792



Patricia DeBoer <pdeboer@mpspk12.org>

Mashpee High School Fine Arts Department

16

Diane Palmer <adventurediane@gmail.com>

Wed, Oct 9, 2019 at 10:52 AM

To: mbalestracci@mpspk12.org

Cc: mlooney@mpspk12.org, pdeboer@mpspk12.org

Attention:

Mark Balestracci, Principal

Michael Looney, Director of Career and Technical Education

Patricia DeBoer, Superintendent of School

Dear Mr. Balestracci

I am a resident at Southport and had the pleasure of recently working with Kristen Deschamps, Fine Arts Instructor and Art Students at Mashpee High School. I know you are well aware of the support and cooperation with Southport residents in raising funds for Scholarships for Mashpee High School students as well as Southporters volunteering at Mashpee schools as tutors and other related responsibilities. This is just another example of great cooperation with Mashpee High School and Southporters.

Please see the attached article that will be published in Southports', **Village Voices** (below Sept. edition) or the **FOCUS** newsletter in November. The article I believe is self explanatory on how Mrs Deschamps and art students lent their talents to our craft/art tile project.

I have also attached pictures of the event with Mrs. Deschamps at Southport and the students in action creating lovely custom inscriptions for our tiles.

All the Southport ladies appreciated the talent, time and thoughtfulness of Mrs. Deschamps and the art students. It was a wonderful community happening. I hope to inspire our dynamic Southport Artistis Guild to work with Mrs. Deschamps on a possible generational art show; showcasing student artists and Southport artists. It would be wonderful if some of our Southport artists could act as a mentor to a student as well as students bringing new ideas and talent to our artists.

Again, I want to commend Mrs Deschamps; she was great in organizing students to work with us and allowing them to be creative in their inscriptions to embellish our craft project. She did this in a relaxed but orderly atmosphere. The Southport tile "artists" had an opportunity to meet Mrs. Deschamps at the luncheon at Southport,. They wanted to "adopt" her as our official Mashpee High School "teacher". She makes learning fun!! A great quality in superb teachers.

Cordially,

Diane Palmer Clarisse

Hi, just a reminder that you're receiving this email because you have expressed an interest in Southport Village Voices. Don't forget to add davidkapp@comcast.net to your address book so we'll be sure to land in your inbox!

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Southport Village Voices

An E-Magazine by & for the Residents of Southport

Number 114, September 2019

Thanks again. It was a wonderful day and the students helped to make it so.

17.

With thanks,
Bonnie Towle
Patch co-chair
bstowle@yahoo.com

2 October 2019

Patti -

We just had to send along a Great Big Thank You for your assistance in helping the Middle School Football Team help in the unloading of 2432 pumpkins and gourds this past Saturday. They were all wonderful, polite and helpful - as well as fun! We had over 100 volunteers and the energy in the air was festive.

We are having a second truck (only 600 pumpkins) arriving between 4 and 5pm on Saturday the 12th. We would love to have some students available to help us out again. We will be offering pizza at 4pm while waiting for the truck. Please let Bruce Willard know a number so that we can place an order for the # of pizzas to order.

18.

MASHPEE PUBLIC SCHOOLS

School Choice--Proposed Use of Funds (9/2019)	Priority	Amount
Mini-grant program for student-led "passion" projects or service projects	1	\$5,000
Return up to \$25,000 to Food Services Revolving Account (Selectmen moved this amount to CIP)	2	up to \$25,000
Innovative classroom furnishings (one classroom per school)--pilot program for classroom of the future	3	\$30,000
FM audio amplifying systems for all classrooms	4	\$30,000
Replace teacher furniture--desk and chair (\$500/teacher)	5	\$88,000
Install water bottle fillers--each school (retrofit to current bubblers)	6	\$17,000
Provide a (\$100) per-student subsidy for 8th Grade Washington DC trip (lack of consensus)	7	\$12,000
		\$207,000
HALO IOT Smart Sensors--all bathrooms at Quashnet and MMHS	FY20 ?	\$11,000
Provide in-house driver's education program for MPS students		FY21
Install air conditioning--C101 and C117 at MMHS (Music/Chorus rooms)	CIP-FY21	\$40,000
1:1 Chromebooks at the Coombs School (instead of 2:1)	CIP-FY21	\$50,000
MMHS library--upgrade furnishings	CIP-FY21	\$130,000

Town of Mashpee
FISCAL YEAR 2021 CAPITAL IMPROVEMENT PROGRAM

Department: Mashpee Public Schools
 Submitted by: Superintendent Patricia DeBoer

10/3/19

Summary

Item #	Project--(Short Title)	Prior Funds Appropriated	Priority	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Funds Required After 2026 for Completion	Total Funds Required
1	Safety-Security Upgrades--all schools (work yet to be completed from FY20)--DPW	\$110,000	1	\$100,000							\$100,000
2	MMHS Library Upgrades--some DPW	0	1	\$150,000							\$150,000
3	Air Conditioning for Classroom C101 at MMHS--DPW	0	1	\$25,000							\$25,000
4	Air Conditioning for Classroom C117 at MMHS--DPW	0	1	\$25,000							\$25,000
5	Installation of cooking exhaust fan system in B126 culinary classroom at MMHS (DPW)	0	1	\$25,000							\$25,000
6	Air Conditioning for Quashnet School Library--DPW	0	2		\$62,000						\$62,000
7	Quashnet School Gymnasium Upgrades	0	2		\$250,000						\$250,000
	TOTAL	\$110,000		\$325,000	\$312,000						\$637,000
	TECHNOLOGY										
8	Chromebooks--MMHS and Quashnet	\$36,000	1	\$45,000	\$45,000	\$45,000					\$135,000
9	Interactive Board Systems in Classrooms	\$25,000	1	\$25,000	\$25,000	\$25,000					\$75,000
10	Replacement of Teacher PCs	\$56,000	1	\$56,000	\$56,000						\$112,000
11	Continue with Wireless Overhaul at QS and KCC	\$25,000	1	\$50,000							\$50,000
12	Chromebooks--Coombs 1:1 program	0	2	\$30,000							\$30,000
13	Reduce # of servers from 15 to 5	0	2	\$130,000							\$130,000
	TOTAL TECHNOLOGY	\$142,000		\$336,000	\$126,000	\$70,000					\$532,000
	TOTAL Mashpee Public Schools' CIP REQUESTS			\$661,000	\$438,000	\$70,000					\$1,169,000

19.



THE GENERAL COURT OF MASSACHUSETTS
JOINT COMMITTEE ON EDUCATION

Student Opportunity Act

Fact Sheet

September 19, 2019

The Student Opportunity Act makes an unprecedented \$1.5 billion new investment in Massachusetts public education, ensuring public schools have adequate resources to provide a high-quality education to students across the state, regardless of zip code or income level. Assuming inflation, over time the bill could provide an estimated \$2.2 billion.

The Student Opportunity Act significantly helps school districts that serve high percentages of low-income students. At the same time, school districts across the Commonwealth will benefit from updates to the existing funding formula, along with increased state investment in other vital education aid programs such as transportation, school buildings and special education.

These new investments, coupled with policy updates, are designed to monitor and measure progress, support effective approaches to closing opportunity gaps, and deliver results for all students.

This bill modernizes the K-12 education funding and policy landscape in four areas:

1. **Fully implements the recommendations of the Foundation Budget Review Commission (FBRC) to ensure that the school funding formula provides adequate and equitable funding to all districts across the state.** Provides an estimated \$1.4 billion in new Chapter 70 aid over and above inflation when fully implemented over the next seven years. The foundation budget is updated as follows:
 - Estimates school districts' employee and retiree **health care** costs using up to date health insurance trend data collected by the state's Group Insurance Commission (GIC).

- **Increases special education** enrollment and cost assumptions to more accurately reflect district enrollment.
 - **Increases funding for English learners (EL)** that is differentiated by grade level to reflect the greater resources required to educate our older EL students.
 - Addresses the needs of districts educating high concentrations of **students from low-income households** by:
 - Providing additional funding based on the share of low-income students in each district; districts educating the largest percentage of low-income students will receive an additional increment equal to 100% of the base foundation;
 - Returning the definition of low-income to 185% of the Federal Poverty Level, as opposed to the 133% level that has been used in recent years.
2. **Provides additional state financial support to help public schools and communities deliver a high-quality education to every student by:**
- Increasing foundation rates for **guidance and psychological services** that will support expanded social-emotional supports and mental health services.
 - Fully funding **charter tuition reimbursements**, which provide transitional aid to help districts when students leave to attend charter schools, within a three year timetable.
 - Expanding the **special education circuit breaker**, which reimburses districts for extraordinary special education costs, to include transportation costs in addition to instructional costs, phased in over four years.
 - Lifting the annual cap on **Massachusetts School Building Authority (MSBA)** spending for school building construction/renovation by \$150 million (from \$600 million to \$750 million), enabling more projects across the state to be accepted into the MSBA funding pipeline.
3. **Implements policy updates designed to maximize the impact of new funding in improving student outcomes and closing opportunity gaps.**
- Establishes the **21st Century Education Trust Fund** to provide flexible funding to districts and schools pursuing creative approaches to student learning and district improvement.

- School districts must develop and make publicly available **plans for closing opportunity gaps**. These plans will include specific goals and metrics to track success.
- The Secretary of Education will collect and publish data on **student preparedness in each district and high school for post-graduate success** in college and the workforce.
- Establishes a **Data Advisory Commission** to help improve the use of data at the state, district, and school levels to inform strategies that strengthen teaching, learning and resource allocation.

4. **Identifies education policy areas requiring further analysis.**

- The Department of Revenue (DOR) and DESE are directed to analyze the method of **determining required local contributions** in the Chapter 70 formula for the purpose of improving equity, predictability and accuracy.
- Establishes a **Rural Schools Commission** to investigate the unique challenges facing rural and regional school districts with low and declining enrollment. The Commission will make recommendations for further updates to help impacted districts and communities.

**FY20 BUDGET TO ACTUAL
AS OF 10/8/2019**

FY20 School Budget to Actual									
	FY2019	FY2020	FY2020	FY2020	FY2020	FY2020	FY2020	FY2020	FY2020
Summary Salaries	YTD EXPEND	Original Budget	Transfers	Revised Budget	YTD Expenditures	Encumbrances	Balance		
Line item:									
1 System Administration Salaries	867,108.08	930,932.00	0.00	930,932.00	209,479.45	0.00	721,452.55		
2 KC Coombs Elementary Salaries	2,711,548.85	2,903,318.00	0.00	2,903,318.00	239,781.77	0.00	2,663,536.23		
3 Quashnet Elementary Salaries	3,468,717.65	3,533,557.00	0.00	3,533,557.00	299,109.74	0.00	3,234,447.26		
4 Middle School Salaries	1,488,897.61	1,365,120.00	0.00	1,365,120.00	110,203.84	0.00	1,254,916.16		
5 High School Salaries	4,304,810.90	4,594,686.00	0.00	4,594,686.00	421,021.17	0.00	4,173,664.83		
6 Curriculum & Technology Salaries	665,047.11	672,246.00	0.00	672,246.00	164,649.85	0.00	507,596.15		
7 Special Education Salaries	3,652,446.71	3,828,393.00	0.00	3,828,393.00	335,160.11	0.00	3,493,232.89		
8 Athletic Salaries	242,709.33	306,164.00	0.00	306,164.00	31,570.60	0.00	274,593.40		
Total Salaries	17,401,286.24	18,134,416.00	0.00	18,134,416.00	1,810,976.53	0.00	16,323,439.47		
	FY2019	FY2020	FY2020	FY2020	FY2020	FY2020	FY2020	FY2020	FY2020
Summary Expenses	YTD EXPEND	Original Budget	Transfers	Revised Budget	YTD Expenditures	Encumbrances	Balance		
Line item:									
9 System Wide Administration Expenses	179,799.69	202,512.00	0.00	202,512.00	46,279.71	95,536.61	60,695.68		
10 KC Coombs School Expenses	87,420.09	86,548.00	0.00	86,548.00	39,092.17	14,029.48	33,426.35		
11 Quashnet School Expenses	109,773.55	103,400.00	0.00	103,400.00	19,593.56	32,094.62	51,711.82		
12 Middle School Expenses	32,868.21	60,760.00	0.00	60,760.00	7,904.98	4,021.87	48,833.15		
13 High School Expenses	163,137.68	169,067.00	0.00	169,067.00	73,565.14	67,194.69	28,307.17		
14 Curriculum, Instruction, Technology	442,037.31	237,875.00	0.00	237,875.00	342,055.38	205,397.14	-282,294.24		
15 Special Education Expenses	51,034.67	87,800.00	0.00	87,800.00	13,818.65	43,874.58	30,106.77		
16 Out of District Tuitions	876,105.46	1,187,547.00	0.00	1,187,547.00	906,956.20	906,956.20	244,007.68		
17 Transportation Expenses	1,530,651.13	1,594,137.00	0.00	1,594,137.00	270,220.95	992,082.97	331,833.08		
18 Health Expenses	13,708.64	14,300.00	0.00	14,300.00	3,091.20	3,708.26	7,500.54		
19 Athletic Expenses	177,805.75	182,807.00	0.00	182,807.00	40,772.30	1,824.10	140,210.60		
20 Other Expenses	159,607.12	115,750.00	0.00	115,750.00	23,362.74	90,866.86	1,520.40		
Total Expenses	3,823,949.30	4,042,503.00	0.00	4,042,503.00	1,786,712.98	2,457,587.38	695,859.00		
Grand Total: Expenses + Salaries	21,225,235.54	22,176,919.00	0.00	22,176,919.00	3,597,689.51	2,457,587.38	17,019,298.47		
Less Choice Funds	21,225,235.54	22,176,919.00	0.00	22,176,919.00	3,597,689.51	2,457,587.38	17,019,298.47		

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR:		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
K.C. COOMBS INSTRUCTIONAL EXPENSES									
KC COOMBS INSTRUCTIONAL EXPENSES									
10111 5400 2420	KC Coombs Instructional Equip	1,409.47	10,245.00		10,245.00	356.86		9,888.14	3.48%
10111 5500 2410	KC Coombs Textbooks	30,035.09	21,700.00		21,700.00	11,466.85	5,211.00	5,022.15	76.86%
10111 5500 2415	KC Coombs Instructional Materials	2,667.31	8,303.00		8,303.00	4,967.18	1,959.51	1,376.31	83.42%
10111 5500 2430	KC Coombs General Supplies	33,721.56	39,600.00		39,600.00	20,705.89	6,158.97	12,735.14	67.84%
10111 5500 2455	KC Coombs Software	11,967.26			0.00			0.00	
10111 5500 2720	Testing & Assessment	1,368.04	3,600.00		3,600.00	518.50		3,081.50	14.40%
TOTAL KC COOMBS INSTRUCTIONAL EXPENSES		81,168.73	83,448.00	0.00	83,448.00	38,015.28	13,329.48	32,103.24	61.53%
KC COOMBS INSTRUCTIONAL EXPENSES									
10181 5500 2210	Principal Office Supplies	529.54	1,500.00		1,500.00	46.95		1,453.05	3.13%
10181 5600 2210	KC Coombs Other	5,721.82	1,600.00		1,600.00	1,029.94	700.00	-129.94	108.12%
TOTAL KC COOMBS INSTRUCTIONAL EXPENSES		6,251.36	3,100.00	0.00	3,100.00	1,076.89	700.00	1,323.11	57.32%
TOTAL KC COOMBS INSTRUCTIONAL EXPENSES		87,420.09	86,548.00	0.00	86,548.00	39,092.17	14,029.48	33,426.35	61.38%

25.

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR:		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
QUASHNET INSTRUCTIONAL EXPENSES									
10212 QUASHNET INSTRUCTIONAL									
10212 5400 2420	Quashnet Instructional Equipment	3,400.00	16,500.00		16,500.00		3,650.00	12,850.00	22.12%
10212 5500 2410	Quashnet Texts	18,447.07	20,475.00		20,475.00	4,702.17	18,478.79	-2,705.96	113.22%
10212 5500 2415	Quashnet Instructional Materials	27,756.13	32,825.00		32,825.00	3,920.80	865.04	28,039.16	14.58%
10212 5500 2430	Quashnet General Supplies	24,027.48	25,950.00		25,950.00	8,249.65	8,866.79	8,833.56	65.96%
10212 5500 2455	Quashnet Software	24,097.26	700.00		700.00			700.00	0.00%
10212 5500 2710	Quashnet Guidance Supplies				0.00			0.00	
QUASHNET INSTRUCTIONAL		97,727.94	96,450.00	0.00	96,450.00	16,872.62	31,860.62	47,716.76	50.53%
10282 5400 2210 Quashnet Principal Contractual					0.00			0.00	
10282 5500 2210	Quashnet Principal Supplies	546.01	2,050.00		2,050.00	71.98	0.00	1,978.02	3.51%
10282 5600 2210	Quashnet Principal Other	11,499.60	4,900.00		4,900.00	2,648.96	234.00	2,017.04	58.84%
TOTAL QUASHNET INSTRUCTIONAL		12,045.61	6,950.00	0.00	6,950.00	2,720.94	234.00	3,995.06	42.52%
		109,773.55	103,400.00	0.00	103,400.00	19,593.56	32,094.62	51,711.82	49.99%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: MASHPEE HIGH SCHOOL INSTRUCTIONAL EXPENSES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
10313 MASHPEE HIGH SCHOOL INSTRUCTIONAL									
10313 5400 2420	High School Instructional Equip.	12,322.24	28,829.00		28,829.00	14,475.20	4,433.65	9,920.15	65.59%
10313 5400 2710	High School Guidance Cont	9,779.00	5,000.00		5,000.00		4,200.00	800.00	84.00%
10313 5400 2720	High School Testing	3,988.00	4,800.00		4,800.00		3,000.00	1,800.00	62.50%
10313 5500 2415	High School Instructional Materials	49,932.09	37,933.00		37,933.00	15,339.41	21,497.35	1,096.24	97.11%
10313 5500 2430	High School General Supplies	16,823.72	31,000.00		31,000.00	8,014.68	4,589.54	18,395.78	40.66%
10313 5500 2455	High School Software	1,800.00	0.00		0.00	790.00	3,898.55	-4,688.55	
10313 5500 2710	High School Guidance Supplies	2,049.74	2,030.00		2,030.00		450.00	1,580.00	22.17%
10313 5500 2720	High School Testing Supplies				0.00			0.00	0.00%
10313 5600 2410	High School Texts	40,711.34	36,175.00		36,175.00	29,123.79	7,475.60	-424.39	101.17%
TOTAL SCHOOL INSTRUCTIONAL		137,406.13	145,767.00	0.00	145,767.00	67,743.08	49,544.69	28,479.23	80.46%
10383 SCHOOL INSTRUCTIONAL									
10383 5400 2210	High School Principal Contractual	161.11	4,000.00		4,000.00	3,779.74		220.26	94.49%
10383 5400 3520	High School Extra Curricula	1,197.52	7,000.00		7,000.00	150.00	2,850.00	4,000.00	42.86%
10383 5500 2210	High School Principal Supplies	1,506.78	2,000.00		2,000.00	71.98	1,000.00	928.02	53.60%
10383 5600 1100	High School Dues/Membership	710.00	1,300.00		1,300.00			1,300.00	0.00%
10383 5600 2210	High School Principal Other	22,156.14	9,000.00		9,000.00	1,820.34	13,800.00	-6,620.34	173.56%
TOTAL HIGH SCHOOL INSTRUCTIONAL		25,731.55	23,300.00	0.00	23,300.00	5,822.06	17,650.00	-172.06	100.74%
TOTAL HIGH SCHOOL INSTRUCTIONAL EXPENSES		163,137.68	169,067.00	0.00	169,067.00	73,565.14	67,194.69	28,307.17	83.26%

27.

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET DETAIL										
ACCOUNTS FOR: MASHPEE MIDDLE SCHOOL INSTRUCTIONAL EXPENSES			2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
10414 MIDDLE SCHOOL INSTRUCTIONAL										
10414	5400	2420		3,150.00		3,150.00			3,150.00	0.00%
10414	5500	2415	8,288.09	12,005.00		12,005.00	5,318.73	1,221.87	5,464.40	54.48%
10414	5500	2430	15,155.20	14,000.00		14,000.00	1,830.25	500.00	11,669.75	16.64%
10414	5500	2455	6,745.00			0.00			0.00	
10414	5600	2410	2,096.42	25,605.00		25,605.00			25,605.00	0.00%
TOTAL MIDDLE SCHOOL INSTRUCTIONAL			32,284.71	54,760.00	0.00	54,760.00	7,148.98	1,721.87	45,889.15	16.20%
10484 MIDDLE SCHOOL INSTRUCTIONAL										
10484	5400	2210	274.81	1,000.00		1,000.00			1,000.00	0.00%
10484	5500	2210		2,000.00		2,000.00	756.00	1,300.00	-56.00	102.80%
10484	5600	2210	308.69	3,000.00		3,000.00		1,000.00	2,000.00	33.33%
TOTAL MIDDLE SCHOOL INSTRUCTIONAL			583.50	6,000.00	0.00	6,000.00	756.00	2,300.00	2,944.00	50.93%
TOTAL MIDDLE SCHOOL INSTRUCTIONAL EXPENSES			32,868.21	60,760.00	0.00	60,760.00	7,904.98	4,021.87	48,833.15	19.63%

28.

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET DETAIL									
ACCOUNTS FOR: DISTRICT WIDE INSTRUCTIONAL EXPENSES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
12019 DISTRICT WIDE INSTRUCTIONAL									
12019 5400 2310	Outside Tutors		2,000.00		2,000.00	0.00	0.00	2,000.00	0.00%
12019 5500 2110	Assistant Superintendent Supplies	874.66	1,050.00		1,050.00			1,050.00	0.00%
12019 5500 2440	Volunteer Office Supplies	838.81	5,000.00		5,000.00	954.11		4,045.89	19.08%
12019 5600 3520	Camp Falcon	172.62	273.00		273.00	1,565.79		-1,292.79	
12019 5600 2110	Assistant Superintendent Other		1,500.00		1,500.00		45.00	1,455.00	3.00%
12019 5600 2440	Instructional Service Other C-66,738	13,292.79	61,762.00		61,762.00	111,717.60	146.89	-50,102.49	181.12%
TOTAL DISTRICT WIDE INSTRUCTIONAL		15,178.88	71,585.00	0.00	71,585.00	114,237.50	191.89	-42,844.39	159.85%

27.

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL										
ACCOUNTS FOR: DISTRICT WIDE PROFESSIONAL DEVELOPMENT		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED	
12381 PROFESSIONAL DEVELOPMENT-KC COOMBS										
12381 5600 2210	KC Coombs Pro Dev Principal	425.00	2,000.00		2,000.00	743.22	539.00	717.78	64.11%	
12381 5600 2215	KC Coombs Pro Dev Asst Prin		2,000.00		2,000.00		300.00	1,700.00	15.00%	
12381 5600 2357	KC Coombs Pro Dev				0.00					
TOTAL PROFESSIONAL DEVELOPMENT-KC COOMBS		425.00	4,000.00	0.00	4,000.00	743.22	839.00	2,417.78	39.56%	
12382 PROFESSIONAL DEVELOPMENT-QUASHNET										
12382 5600 2210	Quashnet Pro Dev Prin	664.00	2,000.00		2,000.00	300.00	239.00	1,461.00	26.95%	
12382 5600 2215	Quashnet Pro Dev Asst Principal	664.00	2,000.00		2,000.00	239.00		1,761.00	11.95%	
12382 5600 2357	Quashnet Pro Dev				0.00					
TOTAL QUASHNET PROFESSIONAL DEVELOPMENT		1,328.00	4,000.00	0.00	4,000.00	539.00	239.00	3,222.00	19.45%	
12383 PROFESSIONAL DEVELOPMENT MASHPEE HIGH SCHOOL										
12383 5600 2210	High School Pro Dev Principal	1,781.84	2,000.00		2,000.00			2,000.00	0.00%	
12383 5600 2215	High School Pro Dev Asst Prin	65.00	2,000.00		2,000.00			2,000.00	0.00%	
12383 5600 2357	High School Pro Dev				0.00					
TOTAL PROFESSIONAL DEVELOPMENT HIGH SCHOOL		1,846.84	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00	0.00%	
12384 PROFESSIONAL DEVELOPMENT-MASHPEE MIDDLE SCHOOL										
12384 5600 2210	Middle Sch Pro Dev Asst Principal		2,000.00		2,000.00			2,000.00	0.00%	
12384 5600 2357	Middle School Pro Dev				0.00			0.00		
TOTAL PROFESSIONAL DEVELOPMENT MIDDLE SCHOOL		0.00	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00%	

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: DISTRICT WIDE PROFESSIONAL DEVELOPMENT		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
12389 PROFESSIONAL DEVELOPMENT-SYSTEMWIDE									
12389 5100 2305	System Profess. Devel Salaries	10,837.30	15,500.00		15,500.00	27,283.28		-11,783.28	176.02%
12389 5400 2357	System Professional Development	56,502.62	98,000.00		98,000.00	23,542.60	20,845.00	53,612.40	45.29%
12389 5600 1100	School Committee Pro Dev	12,530.02	6,000.00		6,000.00		2,400.00	3,600.00	40.00%
12389 5600 2110	Curriculum Director Pro Dev	1,376.09	3,000.00		3,000.00	300.00		2,700.00	10.00%
12389 5600 2351	System Wide Pro Dev				0.00			0.00	
12389 5600 2357	Tuition Reimbursement	34,999.93	44,290.00		44,290.00			44,290.00	0.00%
12389 5600 2800	SPED Professional Development	478.80	1,000.00		1,000.00			1,000.00	0.00%
TOTAL PROFESSIONAL DEVELOPMENT SYSTEMWIDE		116,724.76	152,290.00	0.00	152,290.00	51,125.88	23,245.00	105,202.40	48.84%
TOTAL PROFESSIONAL DEVELOPMENT		120,324.60	166,290.00	0.00	166,290.00	52,408.10	24,323.00	116,842.18	46.14%
12489 DISTRICT WIDE INFORMATION TECHNOLOGY-SYSTEMWIDE									
12489 5400 1450	Information Management Contr	119,712.15				108,506.94	22,302.47	-130,809.41	
12489 5400 2453	System Instructional software	3,493.13			0.00	2,721.15	65,416.00	-68,137.15	
12489 5500 2250	System Instructional Hardware	50,646.63			0.00			0.00	
12489 5500 2250	System Building Technology	20,669.02						0.00	
12489 5500 2453	System Instructional Hardware				0.00	40,353.07	5,231.25	-45,584.32	
12489 5500 2451	Instructional Technology	84,309.71			0.00	950.09	36,000.00	-36,950.09	
12489 5500 4450	Technology Maintenance	27,703.19			0.00	22,878.53	51,932.53	-74,811.06	
TOTAL DISTRICT WIDE INFORMATION TECHNOLOGY		306,533.83	0.00	0.00	0.00	175,409.78	180,882.25	-356,292.03	

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: DISTRICT WIDE INSURANCE/HEALTH									
	2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED	
13089 SYSWIDE NON-INSTRUCTIONAL-SYSTEMWIDE									
13089 5600 5100 MTRS Retirement Contribution	20,000.00						0.00		
13089 5600 5200 S Employee Insurance	6,513.20	15,000.00		15,000.00	2,484.00		12,516.00	16.56%	
TOTAL SYSTEMWIDE NON-INSTRUCTIONAL	26,513.20	15,000.00		15,000.00	2,484.00	0.00	12,516.00	16.56%	
13281 MEDICAL HEALTH SERVICE-KC COOMBS									
13281 5500 3200 KC Coombs Health Supplies	2,047.95	2,300.00		2,300.00	1,393.93	1,350.10	-444.03	119.31%	
TOTAL HEALTH SERVICE KC COOMBS	2,047.95	2,300.00	0.00	2,300.00	1,393.93	1,350.10	-444.03	119.31%	
13282 MEDICAL HEALTH SERVICE-QUASHNET									
13282 5500 3200 Quashnet Health Supplies	2,326.50	2,300.00		2,300.00	133.33	1,350.10	816.57	64.50%	
TOTAL HEALTH SERVICE QUASHNET	2,326.50	2,300.00	0.00	2,300.00	133.33	1,350.10	816.57	64.50%	
13283 MEDICAL HEALTH SERVICE-MASHPEE HIGH SCHOOL									
13283 5500 3200 High Health Supplies	3,334.19	3,700.00		3,700.00	1,563.94	1,008.06	1,128.00	69.51%	
TOTAL HEALTH SERVICE HIGH SCHOOL	3,334.19	3,700.00	0.00	3,700.00	1,563.94	1,008.06	1,128.00	69.51%	
13289 SYSTEMWIDE HEALTH/DR. FEES									
13289 5400 3200 Systemwide Dr Fee	6,000.00	6,000.00	0.00	6,000.00			0.00	0.00%	
TOTAL SYSTEMWIDE DR FEES	6,000.00	6,000.00	0.00	6,000.00	0.00	0.00	6,000.00	0.00%	
TOTAL HEALTH SERVICE	13,708.64	14,300.00	0.00	14,300.00	3,091.20	3,708.26	7,500.54	47.55%	

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL										
ACCOUNTS FOR: DISTRICT WIDE TRANSPORTATION		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED	
13319 DAILY TRANSPORTATION-REGULAR DAY-SYSTEMWIDE										
13319 5400 3300 Regular Day Transportation		820,361.83	899,887.00		899,887.00	178,973.56	705,339.12	15,574.32	98.27%	
TOTAL DAILY TRANSPORTATION-REGULAR DAY		820,361.83	899,887.00	0.00	899,887.00	178,973.56	705,339.12	15,574.32	98.27%	
13329 SPECIAL EDUCATION-SYSEMWIDE										
13329 5400 3300 SPED Transportation		587,159.94	614,250.00		614,250.00	91,214.22	286,093.85	236,941.93	61.43%	
13329 5600 3300 Transportation Other		4,208.78	5,000.00		5,000.00	33.17	650.00	4,316.83	13.66%	
TOTAL DAILY TRANS.-SPED EDUCATIONAL		591,368.72	619,250.00	0.00	619,250.00	91,247.39	286,743.85	241,258.76	61.04%	
13389 DAILY TRANSPORTATION-SYSWIDE										
13389 5600 3300 McKinney Vento Transportation		118,920.58	75,000.00		75,000.00			75,000.00	0.00%	
TOTAL DAILY TRANSPORTATION-SYSTEMWIDE		118,920.58	75,000.00	0.00	75,000.00	0.00	0.00	75,000.00		
TOTAL DAILY TRANSPORTATION		1,530,651.13	1,594,137.00	0.00	1,594,137.00	270,220.95	992,082.97	331,833.08	79.18%	

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2019 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: MASHPEE HIGH SCHOOL ATHLETICS		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
13583 ATHLETICS-MASHPEE HIGH SCHOOL									
13583 5400 3510	Officials	36,663.40	39,155.00		39,155.00	3,583.00		35,572.00	9.15%
13583 5500 3510	Athletic Supplies	10,550.37	20,066.00		20,066.00	3,985.80	1,824.10	14,256.10	28.95%
13583 5481 3510	Athletic Transportation	49,907.86	40,000.00		40,000.00			40,000.00	0.00%
13583 5450 3510	Athletic Insurance	12,793.23	12,000.00		12,000.00	10,793.23		1,206.77	89.94%
13583 5600 3510	Athletic Other	46,458.29	44,086.00		44,086.00	9,826.27	0.00	34,259.73	22.29%
13583 5650 3510	Athletic Dues/Conferences	21,432.60	27,500.00		27,500.00	12,584.00	0.00	14,916.00	45.76%
TOTAL MASHPEE HIGH SCHOOL ATHLETICS		177,805.75	182,807.00	0.00	182,807.00	40,772.30	1,824.10	140,210.60	23.30%
TOTAL MASHPEE HIGH ATHLETICS		177,805.75	182,807.00	0.00	182,807.00	40,772.30	1,824.10	140,210.60	23.30%
14189 IES-SYSWIDE									
14189 5500 4132	System Telephones	107,069.86	100,750.00		100,750.00	20,878.74	76,366.86	3,504.40	96.52%
TOTAL UTILITIES SYSTEMWIDE		107,069.86	100,750.00	0.00	100,750.00	20,878.74	76,366.86	3,504.40	96.52%
TOTAL UTILITIES		107,069.86	100,750.00	0.00	100,750.00	20,878.74	76,366.86	3,504.40	96.52%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: MASHPEE MAINTENANCE		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
14081	5400	3600	KCC Bldg. Maintenance		0.00			0.00	
14082	5400	3600	Quashnet Bldg. Maintenance		0.00			0.00	0.00%
14083	5500	3600	High School Bldg. Maintenance		0.00		14,500.00	-14,500.00	
		26,024.06	0.00	0.00	0.00	0.00	14,500.00	-14,500.00	

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020									
ACCOUNTS FOR: DISTRICT ADMINISTRATION WAGES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
15089	ADMIN WAGE-UNDIST-SYSWIDE								
15089	510010	1210	Superintendent		177,137.00	40,891.51		136,245.49	23.08%
15089	510010	2115	Assistant Superintendent		135,352.00	31,258.22		104,093.78	23.09%
15089	510010	1410	Business Manager		75,000.00	17,875.00		57,125.00	23.83%
15089	510010	2215	Career Guidance and Testing		116,313.00	26,356.86		89,956.14	22.66%
15089	510020	1110	SC Clerk		3,623.00	600.00		3,023.00	16.56%
15089	510020	1210	Superintendent Clerk		90,370.00	25,005.84		65,364.16	27.67%
15089	510020	1410	Business Clerk		141,956.00	32,863.91		109,092.09	23.15%
15089	510020	1420	Personnel Clerk		139,525.00	31,568.46		107,956.54	22.63%
15089	510021	1420	Substitute Caller		4,828.00			4,828.00	0.00%
15089	510010	1220	Outreach Coordinator		42,432.00	2,479.65		39,952.35	5.84%
15089	510300	1210	Mail Courier		4,396.00	580.00		3,816.00	13.19%
TOTAL ADMINISTRATION WAGES		867,108.08	930,932.00	0.00	930,932.00	209,479.45	0.00	721,452.55	22.50%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: REGULAR DAY WAGES KC COOMBS		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
15111 REG DAY WAGES KC COOMBS									
15111 510010 2220	KC Coombs Obligation		25,000.00		25,000.00			25,000.00	0.00%
15111 510010 2305	KC Coombs Teachers	1,903,397.08	1,939,949.00		1,939,949.00	142,273.10		1,797,675.90	7.33%
15111 510010 2340	KC Coombs Librarian	80,404.92	87,213.00		87,213.00	6,708.70		80,504.30	7.69%
15111 510010 2710	KC Coombs Guidance	127,002.06	135,034.00		135,034.00	5,041.00		129,993.00	3.73%
15111 510016 2315	KC Coombs Chairperson	17,373.50	15,750.00		15,750.00			15,750.00	0.00%
15111 510018 2324	KC Coombs Long Term Substitutes		15,000.00		15,000.00	523.60		14,476.40	3.49%
15111 510018 2325	KC Coombs Substitute Teachers	20,817.90	48,000.00		48,000.00	284.50		47,715.50	0.59%
15111 510020 2710	KC Coombs Guidance Clerk	28,963.89	30,381.00		30,381.00	2,337.00		28,044.00	7.69%
15111 510300 2330	KC Coombs Paraprofessionals	132,059.91	181,548.00		181,548.00	8,841.00		172,707.00	4.87%
15111 510308 2330	KC Coombs Sub Paraprofessional	3,719.00	8,000.00		8,000.00			8,000.00	0.00%
TOTAL WAGES KC COOMBS INSTRUCTIONAL DAY		2,313,738.26	2,485,875.00	0.00	2,485,875.00	166,008.90	0.00	2,319,866.10	6.68%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: REGULAR DAY INSTRUCTIONAL WAGES QUASHNET		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
15112 REGULAR DAY INSTRUCTIONAL-QUASHNET									
15112 510010 2220	Obligations		25,000.00		25,000.00			25,000.00	
15112 510010 2305	Quashnet Teachers	2,479,999.49	2,511,484.00		2,511,484.00	188,337.26		2,323,146.74	7.50%
15112 510010 2340	Quashnet Librarian	95,368.21	96,442.00		96,442.00	7,259.00		89,183.00	7.53%
15112 510010 2710	Quashnet Guidance	291,419.19	259,556.00		259,556.00	19,910.46		239,645.54	7.67%
15112 510016 2315	Quashnet Chairperson	20,691.16	22,565.00		22,565.00			22,565.00	0.00%
15112 510016 2324	Quashnet Long Term Substitutes		20,000.00		20,000.00			20,000.00	0.00%
15112 510018 2325	Quashnet Substitute Teachers	73,218.72	61,000.00		61,000.00	780.50		60,219.50	1.28%
15112 510300 2330	Quashnet Paraprofessional	38,090.61	52,200.00		52,200.00	2,288.45		49,911.55	4.38%
15112 510308 2330	Quashnet Sub Paraprofessionals	2,848.00	6,100.00		6,100.00	35.00		6,065.00	0.57%
TOTAL INSTRUCTIONAL WAGES QUASHNET		3,001,635.38	3,054,347.00	0.00	3,054,347.00	218,610.67	0.00	2,835,736.33	7.16%
15113 REGULAR DAY INSTRUCTIONAL HIGH SCHOOL									
15113 510010 2220	Obligations		87,500.00		87,500.00			87,500.00	0.00%
15113 510010 2305	High School Teachers	2,987,527.37	3,206,291.00		3,206,291.00	259,584.02		2,946,706.98	8.10%
15113 510010 2340	High School Librarian	88,704.99	90,701.00		90,701.00	6,977.00		83,724.00	7.69%
15113 510010 2710	High School Guidance	230,683.31	277,437.00		277,437.00	21,022.08		256,414.92	7.58%
15113 510016 2315	High School Team Leaders	19,830.00	20,130.00		20,130.00			20,130.00	0.00%
15113 510016 2315	High School Long Term Substitutes		25,000.00		25,000.00	525.14		24,474.86	2.10%
15113 510018 2325	High School Substitute Teachers	131,671.24	65,000.00		65,000.00	2,317.00		62,683.00	3.56%
15113 510020 2710	High School Guidance Clerk	69,582.85	56,120.00		56,120.00	12,950.78		43,169.22	23.08%
15113 510300 2330	High School Paraprofessionals							0.00	
15113 510308 2330	High School Sub Parapro				0.00			0.00	
TOTAL INSTRUCTIONAL WAGES HIGH SCHOOL		3,527,999.76	3,828,179.00	0.00	3,828,179.00	303,376.02	0.00	3,524,802.98	7.92%

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: REGULAR DAY WAGES MASHPEE MIDDLE SCHOOL		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
15114 MASHPEE MIDDLE SCHOOL REGULAR DAY WAGES									
15114 510010 2220	Middle School Retirement		50,000.00		50,000.00			50,000.00	
15114 510010 2305	Middle School Teachers	1,341,922.42	1,163,361.00		1,163,361.00	99,876.28		1,063,484.72	8.59%
15114 510010 2710	Middle School Guidance	55,868.13	59,410.00		59,410.00	4,570.00		54,840.00	7.69%
15114 510018 2324	Middle School Long Term Subs		10,000.00		10,000.00			10,000.00	
15114 510018 2325	Middle School Substitute Teachers	14,069.16	15,000.00		15,000.00	968.00		14,032.00	6.45%
15114 510020 2710	Middle School Guidance Clerk	26,858.90	27,403.00		27,403.00	2,107.92		25,295.08	7.69%
15114 510308 2330	Middle School Paraprofessional				0.00			0.00	
TOTAL MASHPEE MIDDLE SCHOOL WAGES		1,438,718.61	1,325,174.00	0.00	1,325,174.00	107,522.20	0.00	1,217,651.80	8.11%
TOTAL REG DAY INSTRUCT SYSTEMWIDE WAGES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15181 REGULAR DAY WAGE-KC COOMBS									
15181 510010 2210	KC Coombs Principal	109,948.00	113,505.00		113,505.00	26,122.51		87,382.49	23.01%
15181 510010 2215	KC Coombs Assistant/Principal	96,425.10	105,000.00		105,000.00	24,230.76		80,769.24	23.08%
15181 510010 3200	KC Coombs Nurse	94,561.05	96,166.00		96,166.00	7,397.38		88,768.62	7.69%
15181 510016 3520	KC Coombs Extra Cur Stipend	7,937.50	12,939.00		12,939.00			12,939.00	0.00%
15181 510020 2210	KC Coombs Principal Clerk	71,078.80	73,306.00		73,306.00	14,647.68		58,658.32	19.98%
15181 510020 3200	KC Coombs Health Clerk	14,100.14	14,749.00		14,749.00	1,134.54		13,614.46	7.69%
15181 510308 3200	KC Coombs Substitute RN	3,760.00	1,778.00		1,778.00	240.00		1,538.00	13.50%
TOTAL INSTRUCTIONAL KC COOMBS WAGES		397,810.59	417,443.00	0.00	417,443.00	73,772.87	0.00	343,670.13	17.67%

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: REGULAR DAY WAGES QUASHNET		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
15182 REGULAR DAY WAGE QUASHNET									
15182 510010 2210	Quashnet Principal	122,193.01	126,078.00		126,078.00	28,609.07		97,468.93	22.69%
15182 510010 2215	Quashnet Assistant/Principal	108,460.13	110,613.00		110,613.00	25,041.48		85,571.52	22.64%
15182 510010 3200	Quashnet Nurse	64,473.03	68,560.00		68,560.00	5,961.60		62,598.40	8.70%
15182 510016 3520	Quashnet Extra Curricula Stipend	33,059.69	32,712.00		32,712.00	1,086.00		31,626.00	3.32%
15182 510020 2210	Quashnet Principal Clerk	117,466.01	120,381.00		120,381.00	18,332.60		102,048.40	15.23%
15182 510020 3200	Quashnet Health Clerk	18,710.40	19,088.00		19,088.00	1,468.32		17,619.68	7.69%
15182 510308 3200	Quashnet Substitute RN	2,720.00	1,778.00		1,778.00			1,778.00	0.00%
TOTAL INSTRUCTIONAL WAGES QUASHNET		467,082.27	479,210.00	0.00	479,210.00	80,499.07	0.00	398,710.93	16.80%
15183 REGULAR DAY WAGE-MASHPEE HIGH SCHOOL									
15183 510010 2210	High School Principal	128,697.13	132,859.00		132,859.00	30,652.27		102,206.73	23.07%
15183 510010 2215	High School Assistant/Principal	231,483.15	215,578.00		215,578.00	49,264.14		166,313.86	22.85%
15183 510010 3200	High School Nurse	82,273.94	86,252.00		86,252.00	6,634.76		79,617.24	7.69%
15183 510010 3510	Athletic Director	108,657.09	111,050.00		111,050.00	8,380.76		102,669.24	7.55%
15183 510016 3510	High School Coaching	242,709.33	306,164.00		306,164.00	31,570.60		274,593.40	10.31%
15183 510016 3520	High Extra Curricula Stipend	91,741.00	81,244.00		81,244.00	3,597.00		77,647.00	4.43%
15183 510020 2210	High School Principal Clerk	112,388.25	118,336.00		118,336.00	17,647.92		100,688.08	14.91%
15183 510020 3200	High School Health Clerk	18,690.58	19,088.00		19,088.00	1,468.30		17,619.70	7.69%
15183 510308 3200	High School Substitute RN	2,880.00	2,100.00		2,100.00			2,100.00	0.00%
TOTAL WAGES MASHPEE HIGH SCHOOL		1,019,520.47	1,072,671.00	0.00	1,072,671.00	149,215.75	0.00	923,455.25	13.91%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL								
ACCOUNTS FOR: WAGES	2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
15184 MASHPEE MIDDLE SCHOOL WAGES								
15184 510016 3520 Middle School Extra Curr Stipend	21,964.00	10,448.00		10,448.00			10,448.00	0.00%
15184 510020 2210 Mashpee Middle School Clerk	28,215.00	29,498.00		29,498.00	2,681.64		26,816.36	9.09%
TOTAL REGULAR DAY WAGES MIDDLE SCHOOL	50,179.00	39,946.00	0.00	39,946.00	2,681.64	0.00	37,264.36	6.71%
15189 REGULAR DAY WAGES-SYSTEMWIDE								
15189 510010 4400 Network Administrator	314,786.70	229,269.00		229,269.00	52,082.55		177,186.45	22.72%
15189 510018 2357 Professional Dev Subs	21,966.94	24,315.00		24,315.00	420.00		23,895.00	1.73%
15189 510020 2351 ELL Systemwide Tutors	22,955.50	46,287.00		46,287.00	2,200.00		44,087.00	4.75%
15189 510020 1220 Outreach Support		15,000.00		15,000.00	1,884.00		13,116.00	
15189 510300 1450 Academic Tutors	47,443.16	10,000.00		10,000.00	6,685.58		3,314.42	66.86%
15189 510016 3520 Camp Falcon		38,000.00		38,000.00	35,807.50		2,192.50	94.23%
15189 510300 2353 ELL Director	146,254.80	155,936.00		155,936.00	12,100.00		143,836.00	7.76%
15189 510300 4400 Network Support	111,640.01	137,939.00		137,939.00	26,186.94		111,752.06	18.98%
TOTAL REGULAR DAY WAGES SYSTEMWIDE	665,047.11	656,746.00	0.00	656,746.00	137,366.57	0.00	519,379.43	20.92%
TOTAL REGULAR DAY WAGES	12,881,731.45	13,359,591.00	0.00	13,359,591.00	1,239,053.69	0.00	12,120,537.31	9.27%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: SPECIAL EDUCATION EXPENSES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
18021 SPED INST EXP-SPEC EDU-KCC									
18021 5400	2310 KC Coombs SPED Tutor	526.00	2,000.00		2,000.00		300.00	1,700.00	15.00%
18021 5400	2320 KC Coombs Therapeutic	4,853.75	3,500.00		3,500.00		3,000.00	500.00	85.71%
18021 5500	2430 KC Coombs SPED General Sup	2,912.73	3,000.00		3,000.00	419.63	1,946.55	633.82	78.87%
TOTAL INSTRUCTIONAL EXPENSES SPED KCC		8,292.48	8,500.00	0.00	8,500.00	419.63	5,246.55	2,833.82	66.66%
18022 SPED INST EXP-SPEC EDU-QUASH									
18022 5400	2310 Quashnet SPED Tutor	150.00	3,000.00		3,000.00		3,600.00	-600.00	120.00%
18022 5400	2320 Quashnet Therapeutic	5,517.60	5,000.00		5,000.00		1,930.00	3,070.00	38.60%
18022 5500	2430 Quashnet SPED General Supplies	3,929.16	5,000.00		5,000.00	701.15	2,168.65	2,130.20	57.40%
TOTAL INSTRUCTIONAL EXPENSES SPED QUASHNET		9,596.76	13,000.00	0.00	13,000.00	701.15	7,698.65	4,600.20	64.61%
18023 SPED INSTRUCTIONAL EXPENSES-MASHPEE HIGH SCHOOL									
18023 5400	2310 High School SPED Tutor	718.20	4,800.00		4,800.00	600.00	1,200.00	3,000.00	37.50%
18023 5400	2320 High School Therapeutic	3,987.00	7,600.00		7,600.00	600.00	5,925.00	1,075.00	85.86%
18023 5500	2430 High School SPED General Supplies	2,018.89	5,500.00		5,500.00	230.43	2,743.56	2,526.01	54.07%
TOTAL SPED INSTRUCT EXPENSES-- HIGH SCHOOL		6,724.09	17,900.00	0.00	17,900.00	1,430.43	9,868.56	6,601.01	63.12%

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL										
ACCOUNTS FOR: SPECIAL EDUCATION EXPENSES			2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
18029 P-SPEC EDU-SYSWIDE										
18029	5400	1430	SPED LEGAL	8,400.00		8,400.00	8,546.70	453.10	-599.80	107.14%
18029	5400	2110	SPED Director Contractual	3,000.00		3,000.00	506.21	2,593.27	-99.48	103.32%
18029	5400	2420	SPED Instructional Equipment	1,000.00		1,000.00		650.00	350.00	65.00%
18029	5400	2440	SPED Instructional Services	7,000.00		7,000.00		1,000.00	6,000.00	14.29%
18029	5400	2800	Systemwide-Psychologist	10,000.00		10,000.00	426.60	7,880.25	1,693.15	83.07%
18029	5500	2110	SPED Director Supplies	8,000.00		8,000.00	395.39	2,374.20	5,230.41	34.62%
18029	5500	2710	SPED Guidance Supplies			0.00			0.00	
18029	5500	2800	Psychologist Supplies			0.00			0.00	
18029	5600	2110	SPED Director Other	11,000.00		11,000.00	1,392.54	6,110.00	3,497.46	68.20%
TOTAL SPED SYSTEMWIDE			26,421.34	48,400.00	0.00	48,400.00	11,267.44	21,060.82	16,071.74	66.79%
TOTAL SPED EXPENSE SYSTEMWIDE			51,034.67	87,800.00	0.00	87,800.00	13,818.65	43,874.58	30,106.77	65.71%

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: SPECIAL EDUCATION WAGES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
18121 SPED WAGES-KC COOMBS									
18121 510010 2305	KC Coombs SPED Teachers	527,815.92	516,299.00		516,299.00	44,549.58		471,749.42	8.63%
18121 510011 2320	KC Coombs Therapeutic	168,559.16	172,758.00		172,758.00	13,335.14		159,422.86	7.72%
18121 510011 2324	KC Coombs SPED Long Term Subs		5,000.00		5,000.00	4,188.80		811.20	
18121 510018 2325	KC Coombs SPED Substitutes	9,063.94	9,200.00		9,200.00	91.50		9,108.50	0.99%
18121 510300 2330	KC Coombs SPED Parapro	170,576.63	234,797.00		234,797.00	29,572.29		205,224.71	12.59%
18121 510308 2330	KC Coombs SPED Sub Parapro	28,281.30	12,000.00		12,000.00	504.50		11,495.50	4.20%
TOTAL SPED WAGES KC COOMBS		904,296.95	950,054.00	0.00	950,054.00	92,241.81	0.00	857,812.19	9.71%
18122 SPED WAGES QUASHNET									
18122 510010 2305	Quashnet SPED Teachers	527,540.58	511,214.00		511,214.00	43,116.48		468,097.52	8.43%
18122 510011 2320	Quashnet Therapeutic	182,208.70	190,568.00		190,568.00	14,339.84		176,228.16	7.52%
18122 510011 2324	Quashnet SPED LT Substitutes		5,000.00		5,000.00	0.00		5,000.00	
18122 510018 2325	Quashnet SPED Substitutes	9,027.19	11,000.00		11,000.00	0.00		11,000.00	0.00%
18122 510300 2330	Quashnet SPED Parapro	202,301.90	226,451.00		226,451.00	15,556.10		210,894.90	6.87%
18122 510308 2330	Quashnet SPED Sub Parapro	14,764.00	10,000.00		10,000.00	379.00		9,621.00	3.79%
TOTAL SPED WAGES QUASHNET		935,842.37	954,233.00	0.00	954,233.00	73,391.42	0.00	880,841.58	7.69%
18123 SPED WAGES MHS									
18123 510010 2305	High School SPED Teacher	334,082.01	337,653.00		337,653.00	26,320.00		311,333.00	7.79%
18123 510010 2324	High School SPED LT Substitutes		5,000.00		5,000.00			5,000.00	
18123 510018 2325	High School SPED Substitutes	20,016.60	10,000.00		10,000.00	237.00		9,763.00	2.37%
18123 510300 2330	High School SPED Paras	131,629.22	150,594.00		150,594.00	12,782.12		137,811.88	8.49%
18123 510308 2330	High School SPED Sub Parapro	12,319.50	10,000.00		10,000.00			10,000.00	0.00%
TOTAL SPED WAGES MASHPEE HIGH SCHOOL		498,047.33	513,247.00	0.00	513,247.00	39,339.12	0.00	473,907.88	7.66%

TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: SPECIAL EDUCATION WAGES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
18124 MASHPEE MIDDLE SCHOOL SPED WAGES									
18124 510010 2305	Middle School SPED Teacher	408,958.62	439,375.00		439,375.00	33,052.20		406,322.80	7.52%
18124 510010 2324	Middle School SPED LT Substitutes		5,000.00		5,000.00			5,000.00	
18124 510018 2325	Middle School SPED Substitutes	24,406.34	9,000.00		9,000.00	278.00		8,722.00	3.09%
18124 510300 2330	Middle School SPED Parapro	57,392.76	58,504.00		58,504.00	5,318.56		53,185.44	9.09%
18124 510308 2330	Middle School SPED Sub Parapro	168.00	5,000.00		5,000.00			5,000.00	0.00%
TOTAL MIDDLE SCHOOL WAGES		490,925.72	516,879.00	0.00	516,879.00	38,648.76	0.00	478,230.24	7.48%
18129 SPED WAGES SYSTEMWIDE									
18129 510010 2115	SPED Obligations	48,198.01	61,598.00		61,598.00			61,598.00	0.00%
18129 510010 2110	SPED Director	121,547.67	125,480.00		125,480.00	29,172.44		96,307.56	23.25%
18129 510010 2115	SPED Team Chair				0.00			0.00	
18129 510010 2320	THERAPISTS	303,384.66	302,044.00		302,044.00	23,234.16		278,809.84	7.69%
18129 510010 2800	Psychologist	283,907.70	290,295.00		290,295.00	22,070.49		268,224.51	7.60%
18129 510020 2110	SPED Clerk	114,494.31	114,563.00		114,563.00	17,061.91		97,501.09	14.89%
TOTAL WAGE SPED SYSTEMWIDE		823,334.34	893,980.00	0.00	893,980.00	91,539.00	0.00	802,441.00	10.24%
TOTAL SPED WAGES		3,652,446.71	3,828,393.00	0.00	3,828,393.00	335,160.11	0.00	3,493,232.89	8.75%
19029 OUT DIST TUITION-SPED-SYSTEMWIDE									
19029 5600 9100	MA Pub Sch	171,957.62	261,904.00		261,904.00	11,982.00	186,700.00	63,222.00	75.86%
19029 5600 9200	Out St Sch				0.00			0.00	0.00%
19029 5600 9300	Private Sc	413,976.86	475,621.00		475,621.00		445,027.17	30,593.83	93.57%
19029 5600 9400	MemCollabs	290,170.98	450,022.00		450,022.00	24,601.12	275,229.03	150,191.85	66.63%
TOTAL TUITIONS SPED-SYSTEMWIDE		876,105.46	1,187,547.00	0.00	1,187,547.00	36,583.12	906,956.20	244,007.68	79.45%
		876,105.46	1,187,547.00	0.00	1,187,547.00	36,583.12	906,956.20	244,007.68	

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TOWN OF MASHPEE CURRENT YEAR BUDGET ANALYSIS 2020 FY SCHOOL BUDGET IN DETAIL									
ACCOUNTS FOR: ADMINISTRATION EXPENSES		2019 YTD EXPEND	2020 BUDGET	2020 TRANSFERS	2020 REVISED BUDGET	2020 EXPEND YTD	2020 ECUM	2020 BALANCE	PCT USED
19900 ADMINISTRATION EXPENSES		16,288.24	16,600.00		16,600.00	406.37	15,593.63	600.00	96.39%
19900 5400	Medicaid Billing	74,566.67	75,348.00		75,348.00	18,726.74	46,982.31	9,638.95	87.21%
19900 5600	Copiers	10,100.00	5,175.00		5,175.00			5,175.00	0.00%
19900 5600	Postage	5,331.93	6,210.00		6,210.00			6,210.00	0.00%
19900 5600	HRAdvertis								
TOTAL ADMINISTRATION EXPENSES		106,286.84	103,333.00	0.00	103,333.00	19,133.11	62,575.94	21,623.95	79.07%
19889 ADMINISTRATION-SYSTEMWIDE									
19889 5400	1210 Superintendent Contractual	13,102.16	15,732.00		15,732.00	3,645.99		12,086.01	23.18%
19889 5400	1410 Business & Finance Contractual	5,614.81	5,000.00		5,000.00			5,000.00	0.00%
19889 5400	1430 Legal Services	25,747.00	42,000.00		42,000.00	2,185.00	32,815.00	7,000.00	83.33%
19889 5500	1210 Superintendent Supplies	8,436.39	8,562.00		8,562.00	1,833.99	69.95	6,658.06	22.24%
19889 5600	1100 School Committee Other	6,473.87	9,500.00		9,500.00	6,825.07		2,674.93	71.84%
19889 5600	1210 Superintendent other	8,691.56	11,385.00		11,385.00	12,406.43		-1,021.43	108.97%
19889 5600	1410 Business Other	5,447.06	7,000.00		7,000.00	250.12	75.72	6,674.16	4.65%
TOTAL ADMINSTRATIVE SYSTEMWIDE		73,512.85	99,179.00	0.00	99,179.00	27,146.60	32,960.67	39,071.73	60.60%
TOTAL ADMINISTRATION		179,799.69	202,512.00	0.00	202,512.00	46,279.71	95,536.61	60,695.68	70.03%

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FY20 GRANTS

	DESE #	MUNIS #	End Date	\$ Amount Awarded	Total Revenue Received	Total Expenditures
1 Title I	305	200720	Fed 8/31	\$197,968	\$19,726	\$0
2 Title IIA	140	207720	Fed 8/31	\$37,527	\$0	\$0
3 Title IV	309	208720	Fed 8/31	\$13,546	\$0	\$0
4 SPED Federal 94-142 Entitlement Project Adjust	240	201720	Fed 8/31	\$421,876	\$0	\$0
Total DESE Federal Grants				\$670,917	\$19,726	\$0

5 SPED Early Childhood Special Ed Allocation	262 ECC	204720	Fed 8/31	\$18,628	\$0	\$0
6 Inclusive Preschool Learning Environments	391 ECC	361719	State 6/30	\$30,000	\$0	\$0
Total				\$48,628	\$0	\$0
8 Indian Ed	S060A092187	300719	Fed 6/30	\$54,649	\$4,000	\$4,000

9 Tower Grant		569102		\$31,901	\$31,901	\$31,146
10 Rockerfeller Grant Social & Emotional Learning		58201		\$40,000	\$40,000	\$27,740
Total Grants				\$846,095	\$95,627	\$62,886

Circuit Breaker Reimbursement FY20						\$0
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Medicaid Reimbursements Received by Town						
FY18 Reimbursement 313,507						
FY17 Reimbursement 302,436						
FY16 Reimbursement 249,054						
Fy15 Reimbursement 237,473						
FY14 Reimbursements 226,840						
FY13 Reimbursements \$236,763						
FY 12 Reimbursements \$191,012						
FY11 Reimbursements \$196,283						
FY 09 Reimbursements \$214,342						
FY 08 Reimbursements \$211,950						

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REVOLVING ACCOUNTS/PRIVATELY FUNDED GRANTS

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Mashpee Public Schools		FY20	FY20		
Revolving Account Balances	Code	09/11/19	10/08/19	Difference (+/-)	
Community School/MHS	500	34,601	33,841	(760)	Purchase of Materials
Athletic Gate Receipts/MHS	501	39,322	37,524	(1,798)	Purchases
Lost Book	502	10,021	10,110	89	Receipts
Pre-School/SPED	506	74,093	69,907	(4,186)	Salary
Facility Rentals/Admin	508	3,156	4,214	1,058	Receipts
School Choice	510	1,109,082	1,156,140	47,058	See Attached
Non Resident Tuition	511	8,580	8,580	0	No Change
Privately Funded Grants					
Cape Cod Five	564	10,255	9,875	(380)	Payments
Media Ed. Access	570	662	662	0	No Change
School to Career	573	6,649	2,709	(3,940)	Payments
KCC Donation	574	1,208	1,208	0	No Change
Total		1,297,629	1,334,770	37,141	

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MASHPEE PUBLIC SCHOOLS 49

FY 2021 Superintendent's Recommended Level-Service Budget (DRAFT Narrative)



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October, 2019

Why we are proud of our Mashpee Public Schools
"One Road Leading to a World of Opportunities"

MASHPEE MIDDLE-HIGH SCHOOL

Serving 736 Students in Grades 7 - 12 (10/6/19--PS)

- ☐ A culture of kindness, respect, and excellence
- ☐ 15 advanced placement classes
- ☐ World languages--Spanish, French, Mandarin, Wopanaak
- ☐ Dual enrollment opportunities
- ☐ 1:1 technology program
- ☐ Technology Center of Excellence
- ☐ Career & Technical Pathways and student internships
- ☐ New Advanced Manufacturing Pathway and Skills Capital Grant
- ☐ Full interscholastic athletics programs
- ☐ A wide variety of co-curricular clubs
- ☐ Outstanding art, drama, choral, and instrumental programs
- ☐ No user fees
- ☐ State Champion football team (2011, 2015, 2016, 2017)

KENNETH C. COOMBS SCHOOL

Serving 398 Students in PreK - Grade 2 (10/6/19--PS)

- ☐ Developmentally appropriate learning for each child
- ☐ Preschool for all four year olds (free)
- ☐ Full-day Kindergarten (free)
- ☐ 2:1 technology program (Chromebooks and iPads)
- ☐ A wide variety of free before and after school enrichment programs
- ☐ Frequent family/community events
- ☐ Falcon Five Followers--Respectful, Responsible, Ready, Caring, Safe
- ☐ Mindful education
- ☐ Therapy dog--Cassie

QUASHNET SCHOOL

Serving 465 Students in Grades 3 - 6 (10/6/19--PS)

- ☐ National Elementary Honor Society
- ☐ Community-service focus: Ex. Raised \$14,000 for a veteran's service dog
- ☐ 1:1 Technology program
- ☐ Intramural sports--Grades 5 and 6
- ☐ Music, band, and chorus classes with free in-school instrumental lessons
- ☐ A wide variety of free before and after-school enrichment programs
- ☐ Frequent family/community events
- ☐ Falcon Five Followers--Respectful, Responsible, Ready, Caring, Safe
- ☐ Mindful education
- ☐ Therapy dog--Kelki

MASHPEE PUBLIC SCHOOLS

- ☐ A community that values education
- ☐ A culture of excellence, kindness, and respect
- ☐ A focus on the whole child
- ☐ A comprehensive range of services to meet the needs of all students
- ☐ District-wide multi-tiered system of supports
- ☐ Classes taught by highly-qualified teachers
- ☐ Child-centered with small class sizes
- ☐ Learning experiences that prepare students to be college and career ready
- ☐ School choice available
- ☐ Transportation provided--no fees charged
- ☐ Active community engagement
- ☐ #WeAreMashpee community outreach site
- ☐ Active parent organizations--PTOs/Boosters
- ☐ Volunteerism and support from our Mashpee community
- ☐ Strong and productive community partnerships
- ☐ Multi-age learning opportunities



Budget Message

Dear Mashpee Community,

#WeAreMashpee is the hashtag of the Mashpee Public Schools, a school district that is outstanding because of our amazing students, our skilled and dedicated staff, the wide range of academic, co-curricular, and athletic opportunities we provide, our well-maintained facilities, the resources we have available for teaching and learning, and our connected community. On a daily basis we experience why "It's great to be in Mashpee."

Educating our future leaders in today's ever-changing world is an enormous responsibility that our school leaders and staff embrace. Ensuring student safety, focusing on the health and wellness of every student, providing each student with the knowledge and skills to meet and exceed academic expectations, and modeling respect and empathy are commitments we make every day to our students and their families. Be assured that the Mashpee Public Schools are setting an example of how collaboration, inclusion, and the pursuit of excellence can be combined to create the very best outcomes for our children.

Presented herewith is the FY 2021 Mashpee Public Schools' level-service budget totaling \$23,493,179. Using an offset of \$538,865 from School Choice Program funds, the Town of Mashpee appropriation is \$22,954,314. This budget represents the culmination of work that began in March, 2019, involving members of the Mashpee Public Schools' leadership team. The budget process is a collaborative effort developed through a wide range of input including department heads, principals, and the central office leadership team.

Through the continual assessment of student needs, as well as the review of our programs, resources are allocated to provide students with an education that ensures academic excellence, as well as supports for their social and emotional well-being, in a culture of caring and respectful relationships, as outlined in the District's mission/vision statement.

This FY 2021 budget narrative provides a broad view of how the Town's resources are budgeted to align with the School Committee's goals, the District's Blueprint for Progress strategic plan, and budget guidelines.

Mission and Vision of the Mashpee Public Schools

The mission of the Mashpee Public Schools is to ensure a comprehensive program of academic rigor, scope, and depth to prepare all students to be college and career ready and to value service to others. The vision of the Mashpee Public Schools is that every student, every day, is safe, respected, and ensured to achieve excellence in a personalized learning environment that includes quality teaching, small class sizes, and the use of technology.

Mashpee Public Schools' Non-Negotiables

- We value all students.
- Every decision we make is data-driven to improve student learning and achievement in a system of rigor and relevance.
- Our classroom instruction and interventions are informed by data-based problem-solving.
- Our district academic and behavioral protocols are implemented with fidelity.
- Our professional learning and collaboration improve educator practice by focusing on curriculum and instruction that are implemented with fidelity.
- We establish and sustain partnerships to ensure that all students are college, career, and civic ready.

Mashpee Public Schools' Blueprint for Progress Strategic Plan (2017 - 2020)

The goals and initiatives in our three-year Blueprint for Progress strategic plan form the guiding principles for education in Mashpee.

GOAL ONE: LEARNING AND TEACHING

Professional learning and opportunities for collaboration that focus on instruction, curriculum, the learning environment, and student achievement will improve educator practice and result in improved outcomes for all students.

GOAL TWO: USING DATA STRATEGICALLY

Mashpee Public Schools' MTSS problem-solving protocol will guide our practice in addressing the academic, behavioral, and social-emotional needs of all students, resulting in improved outcomes for all students.

GOAL THREE: ENGAGING ALL STAKEHOLDERS

We will foster shared responsibility for ensuring all students are college, career, and civic ready by building trust, collaboration, and engagement among students, staff, families, and community partners.

Organizational Structure

The School Committee's charge is to select and evaluate the Superintendent, review and approve the budget, and establish goals/policies for the schools in the district consistent with the requirements of law and statewide goals and standards established by the Massachusetts Department of Elementary and Secondary Education.

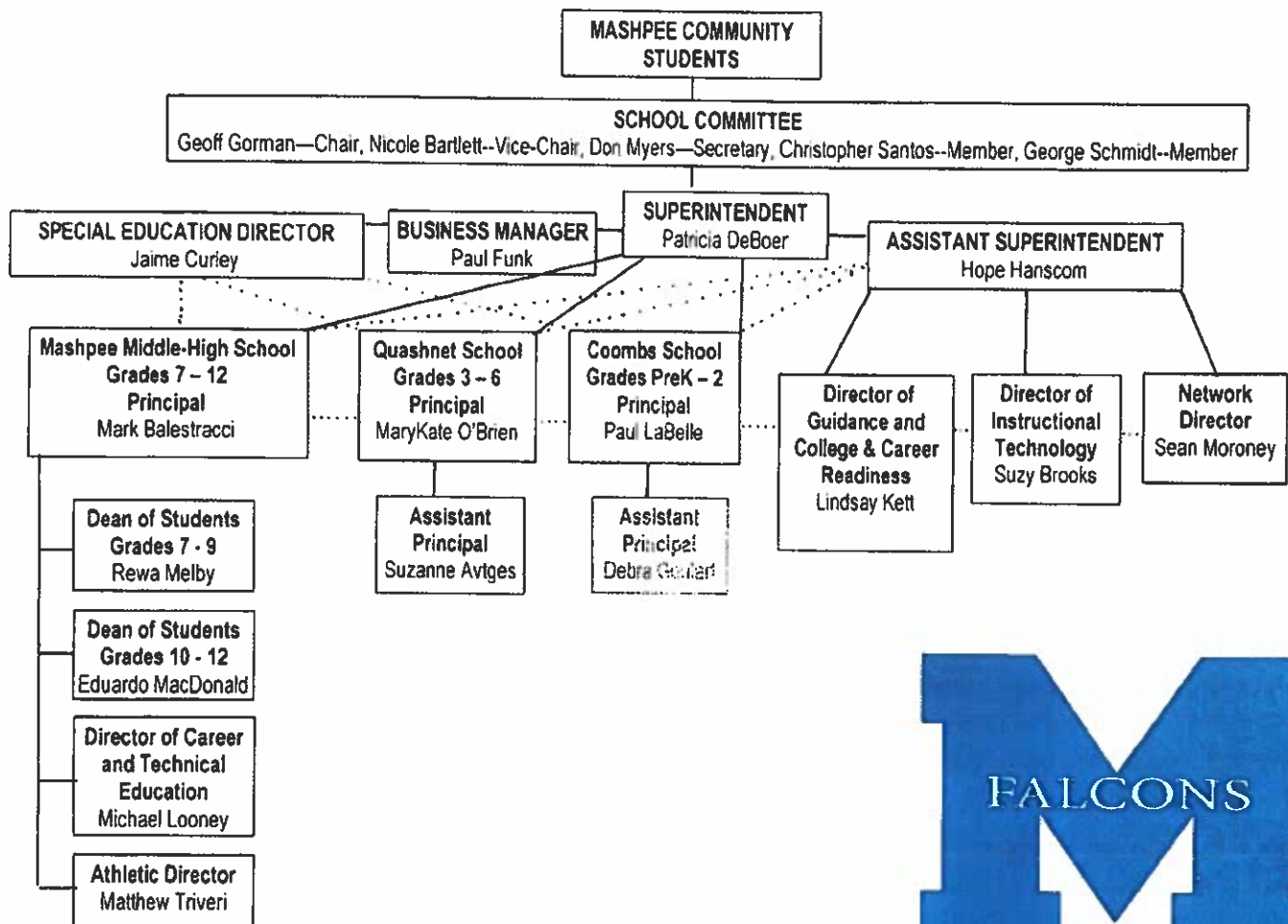
School Committee Members

Geoffrey Gorman, Chair	Term Expires: 2021
Nicole Bartlett, Vice-Chair	Term Expires: 2020
Don Myers, Secretary	Term Expires: 2022
George Schmidt, Member	Term Expires: 2021
Christopher Santos, Member	Term Expires: 2020
Skyla Rimple--Student Representative	

MASHPEE PUBLIC SCHOOLS

ORGANIZATION CHART

2019 - 2020



Updated 7/2019

Budget Development/Calendar
Budget Process

The School Committee develops its annual goals, budget guidelines, and budget calendar. The School Department then develops its capital and operating budgets--a process that begins approximately eighteen months in advance of the start of the fiscal year for the budget. The budget process is collaborative and public and engages school leaders, Town Manager, Board of Selectmen, Finance Committee, Capital Improvement Committee, school councils, school staff, and the citizens of Mashpee--providing the administration with a roadmap to develop and refine the annual budget. The Mashpee Public Schools' Business Administrator is responsible for coordinating, developing, and monitoring the annual budget process. The Superintendent is tasked with developing a budget that advances the District in concert with the outlined policy objectives. The School Committee is responsible for reviewing and approving the budget for incorporation into the Town of Mashpee's budget.

Major Steps/Timeline followed in Budget Development:

- ☐ **Early Spring of 2019:**
 - ☐ School Committee establishes budget goals and priorities
 - ☐ Each school principal builds his/her needs-based operating budget
 - ☐ Director of Special Education builds her budget
 - ☐ District Leadership Team assesses personnel resources and needs
 - ☐ Business Administrator compiles all budget components
- ☐ **Early Summer of 2019:** Finance Working Group reviews Superintendent's draft FY 2021 budget.
- ☐ **Summer/Fall of 2019:** School Committee reviews Superintendent's recommended FY 2021 budget.
- ☐ **October 4, 2019:** Superintendent's recommended FY 2021 budget is entered into MUNIS (per Town Manager's schedule)
- ☐ **December 27, 2019:** Publish Superintendent's recommended FY 2021 Budget in the Mashpee Enterprise
- ☐ **January 8, 2020:** Public Hearing on the Superintendent's recommended FY 2021 Budget
- ☐ **January 22, 2020:** School Committee votes on Mashpee Public Schools' FY 2021 Budget (Public Meeting)
- ☐ **January 23, 2020:** School Committee's recommended FY 2021 Budget is due to Town Manager
- ☐ _____: FY 2021 School Budget is presented to the Finance Committee
- ☐ _____: FY 2021 School Budget summary is posted on District's website
- ☐ **May __, 2020:** Annual Town Meeting

Mashpee Charter (6.2)--School Committee Budget

Public Hearing: At least twenty-one days before the meeting at which the school committee is scheduled to vote on its final budget request, the school committee shall cause to be published in a local newspaper a general summary of its proposed budget which shall include a consolidated report of proposed expenditures by educational level and program. The summary shall specifically indicate any major variations from the current budget and the reasons for such changes. The notice shall further indicate the times and places at which complete copies of the proposed budget are available for examination by the public, and it shall indicate the date, time and place, (not less than seven nor more than fourteen days following such publication), when a public hearing will be held by the school committee on the proposed budget. The school committee shall not take its final vote on its proposed budget until all persons who desire to be heard concerning the budget proposal have had a reasonable opportunity to be heard.

Submission to the Town Manager: The proposed budget adopted by the school committee shall be submitted to the Town Manager at least twenty-one days before the date the Town Manager is required to submit a proposed town budget to the Finance Committee, to allow the Town Manager sufficient time within which to consider the effect the school department's requested appropriation will have upon the total town operating budget the Town Manager is required to submit to the Finance Committee under this article. The action of the school committee in adopting the proposed budget, following the public hearing, shall be summarized and the results of a roll call vote taken on each amendment to the proposed budget as may be offered shall be recorded.

Budget Guidelines

In order to provide for the educational needs of Mashpee students, the Superintendent will develop a fiscal year 2021 budget that will:

1. Ensure that all legal and contractual mandates will be met.
2. Include sufficient operating and capital funds to:
 - Continue the current level of services
 - Move the district forward in meeting the increasing demands for technology and technology services in all of our educational settings
 - Update curriculum
 - Address the increasing social/emotional needs of our students--staffing and programming
3. Maintain a \$250,000 floor in School Choice Program funds

Revenue Sources

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Total Grants	\$897,982	\$775,498	\$812,070	\$744,099	\$745,000
School Choice Program funds	\$585,901	\$500,223	\$149,878	Projected to use \$538,865	Projected to use \$538,865
Budget Allocation from Town of Mashpee*	\$20,841,556	\$20,870,383	\$21,381,532	\$22,176,919	Request \$22,954,314
Chapter 70--State Aid (Paid to the Town of Mashpee)	\$4,493,526	\$4,541,226	\$4,590,756	\$4,640,166	(Gov. Baker's Chart) \$4,689,576

In addition, the annual cost to the Town of Mashpee for its schools includes capital improvement projects, expenses related to the facilities (custodial, maintenance, and grounds), and employee health insurance.

Assumption for FY 2021:
Grant funding will remain at the same level as FY 2020 or decrease.



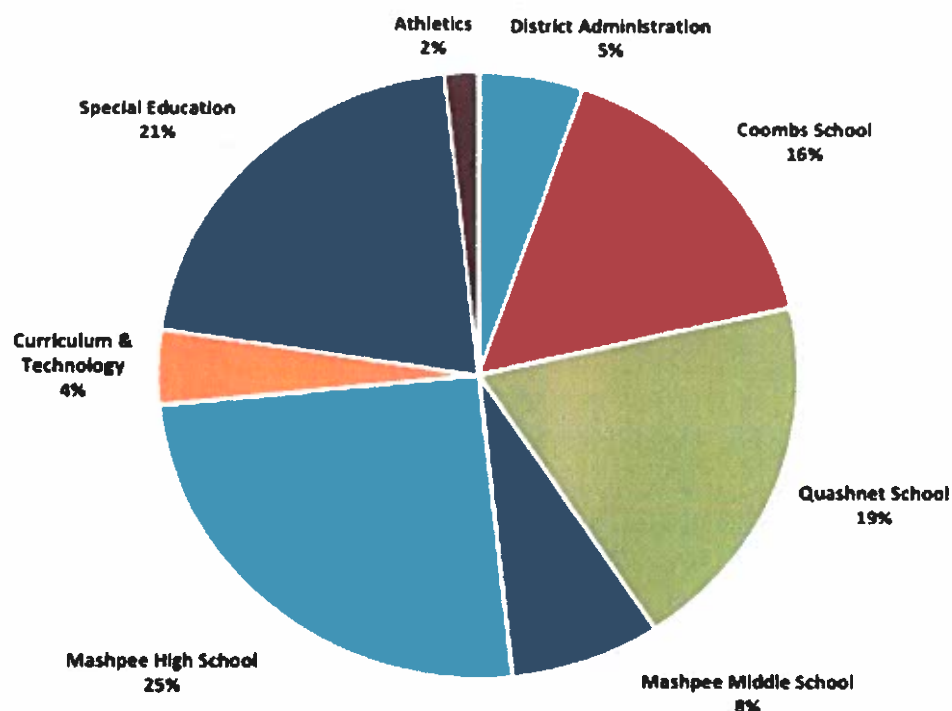
FY 2021 Personnel Budget

	SALARIES	FY 2020 Budget Appropriation	FY 2021 Proposed Budget	Increase \$	Increase %
A	District Administration	935,101	967,721	32,620	3.5%
B	Coombs School	2,935,576	2,965,858	30,282	1%
C	Quashnet School	3,554,473	3,563,776	9,303	.26%
D	Mashpee Middle School	1,443,630	1,400,158	-43,472	-3.0%
E	Mashpee High School	4,324,868	4,614,114	289,246	6.7%
F	Curriculum & Technology	722,937	735,636	12,699	1.8%
G	Special Education	3,873,667	3,851,197	-22,470	-.6%
H	Athletics	306,164	311,248	5,084	1.7%
	TOTAL	\$18,096,416	\$18,409,708	\$313,292	1.7%

The FY 2021 proposed personnel budget includes funding for estimated wage increases for Mashpee Teachers' Association Unit A (teachers) and Unit B (leadership positions within the Association) and for non-union positions. Wage increases for Mashpee Teachers' Association Unit C (paraprofessionals and clerical) have been negotiated through FY 2022.

(E): The FY 2021 personnel budget for the Mashpee High School reflects a Media Arts teacher (included in FY 2020 under Curriculum & Technology) and a teaching position transferred from the Coombs School's personnel budget.

FY 2021 Personnel Budget: \$18,409,708



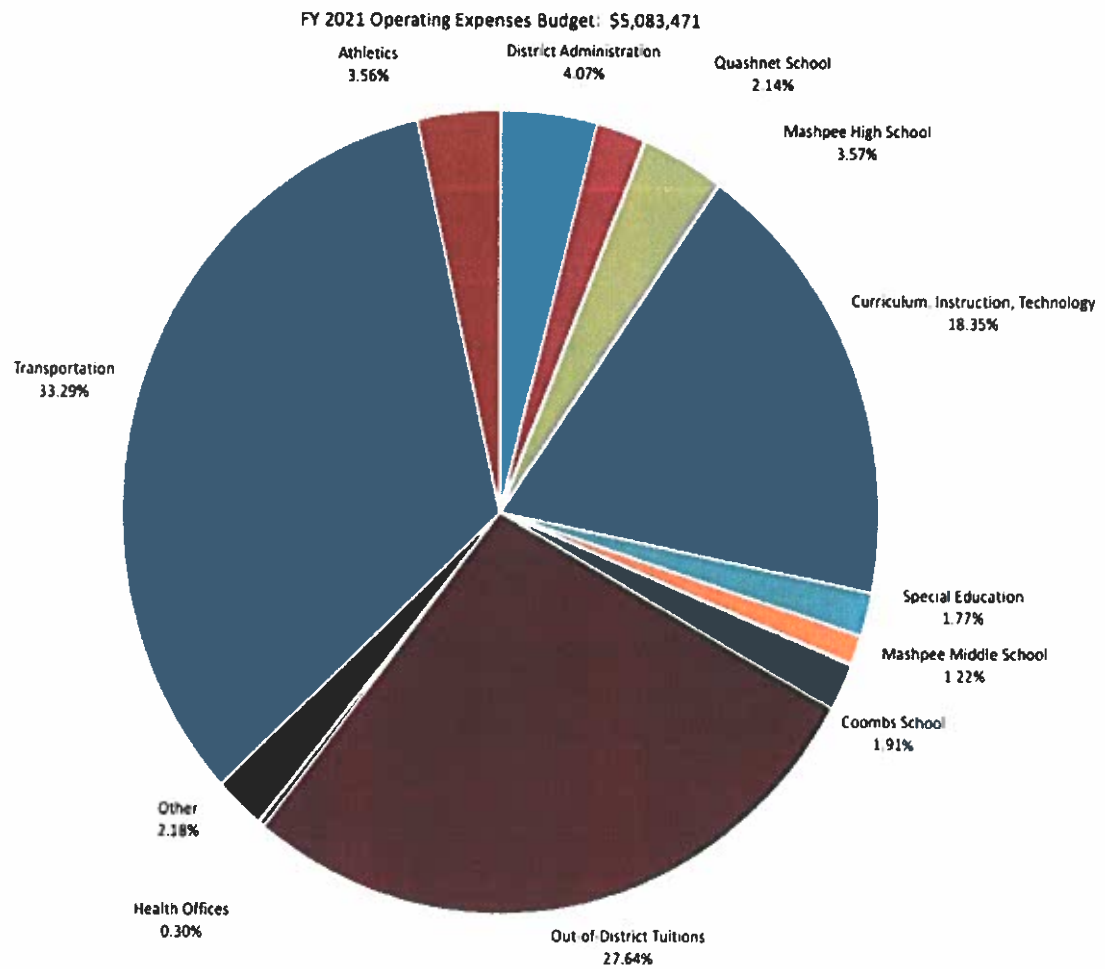
FY 2021 Operational Expenses Budget

	OPERATING EXPENSES	FY 2020 Budget Appropriation	FY 2021 Proposed Budget	Increase \$	Increase %
A	District Administration	202,512	206,722	4,210	2%
B	Coombs School	86,548	97,255	10,707	12.4%
C	Quashnet School	103,400	108,575	5,175	5%
D	Mashpee Middle School	60,760	61,954	1,194	2%
E	Mashpee High School	169,067	181,499	12,432	7.4%
F	Curriculum, Instruction, Technology	774,542	932,797	158,255	20.4%
G	Special Education	87,800	90,000	2,200	2.5%
H	Out-of-District Tuitions	1,227,745	1,405,198	177,453	14.5%
I	Transportation	1,594,137	1,692,506	98,369	6.2%
J	Health Offices	14,300	15,000	700	4.9%
K	Athletics	182,807	181,215	-1,592	-.9%
L	Other	115,750	110,750	-5,000	-4.3%
	TOTAL BUDGET--OPERATING	\$4,619,368	\$5,083,471	\$464,103	10%

- **(B)--Coombs School:** Increase reflects planned purchases to support the new history/social science curriculum framework, science kits, and flexible classroom furniture.
- **(C)--Quashnet School:** Increase reflects planned purchases of flexible classroom furniture.
- **(E)--Mashpee High School:** Increase reflects upgrades to media arts equipment and textbook purchases.
- **(F)--Curriculum, Instruction, Technology:**
 Technology--\$609,672 (1); Curriculum/Initiatives--\$144,125; Professional Development--\$179,000
 (1)--Technology includes \$126,000 in upgrades currently included on our FY21 CIP request list.
- **(H)--Out-of-District Tuitions:** Increase reflects the cost of a new-to-Mashpee student's residential-placement.
- **(I)--Transportation:** Increase reflects driver wage increases and the replacement of four buses.

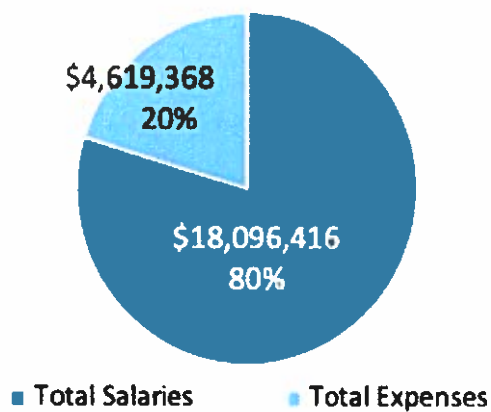


FY 2021 Operational Expenses Budget--continued

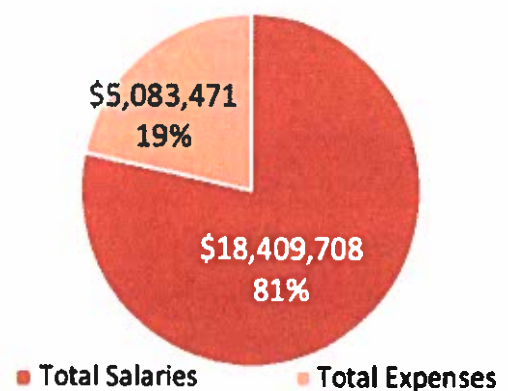


Other Data Displays

Mashpee Public Schools
FY 2020 Level-Service Budget: \$22,715,784



Mashpee Public Schools
FY 2021 Level-Service Budget: \$23,493,179



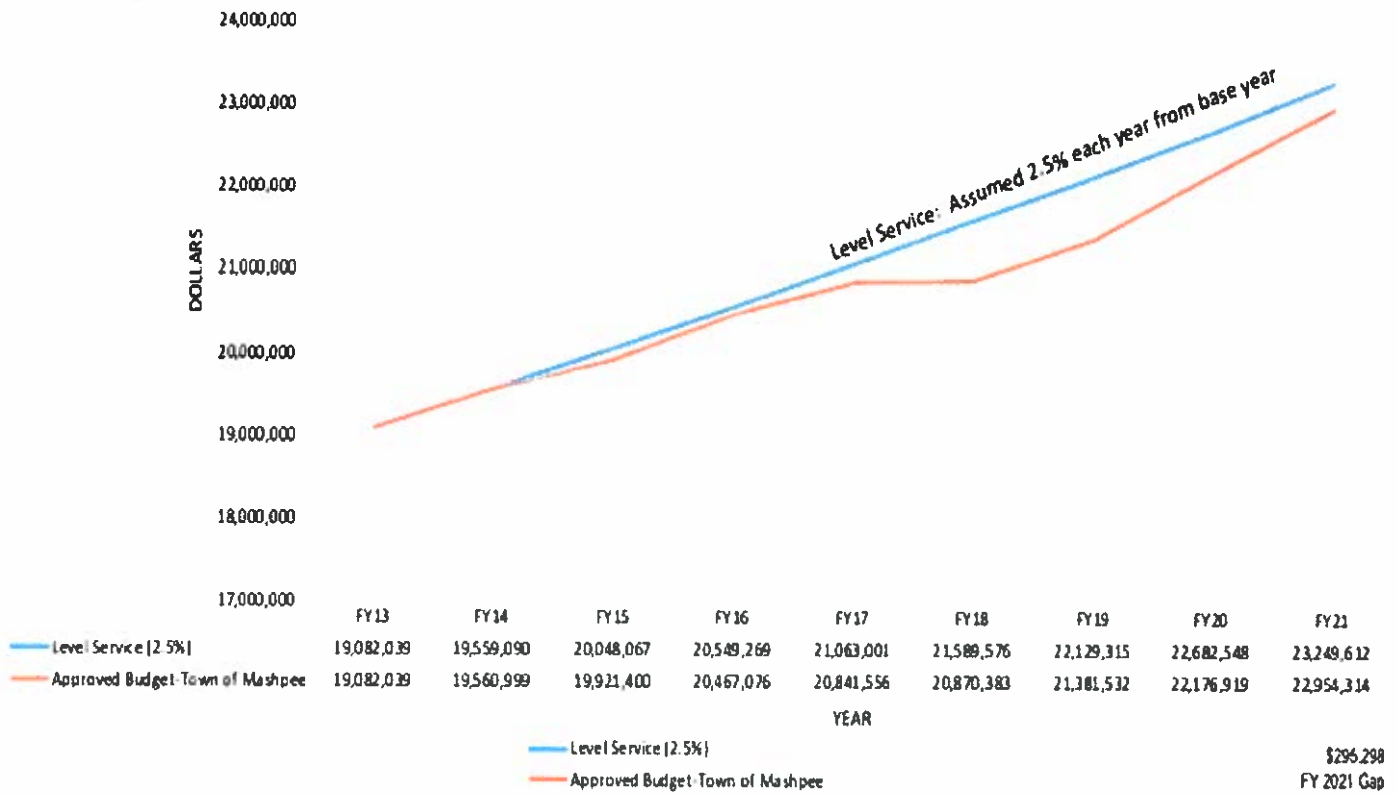
Mashpee Public Schools

Superintendent's FY 2021 Level-Service Budget

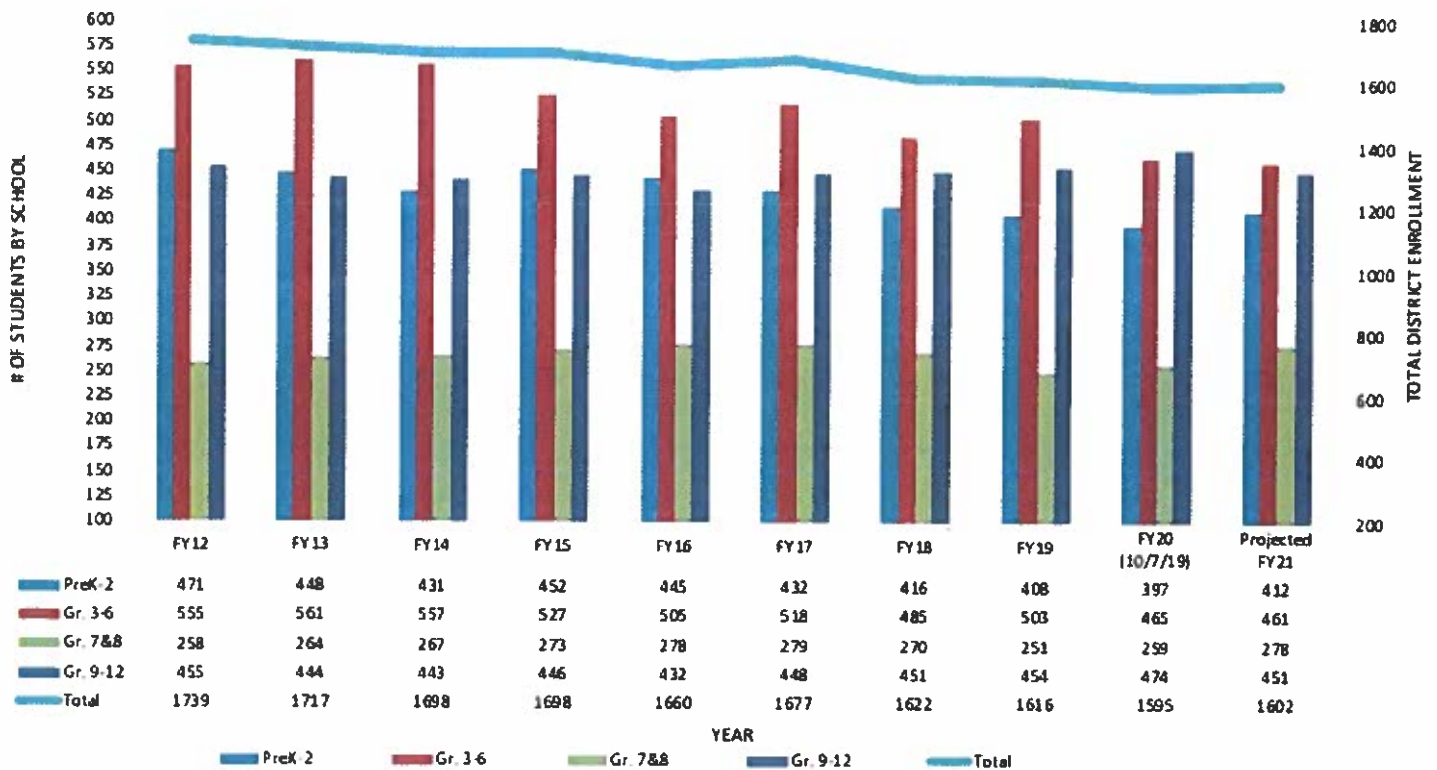
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Budget Comparison: Actual Budget to Level-Service



MPS STUDENT ENROLLMENT



Note: Projected FY21 enrollment assumes growth in school choice of 25 students.

**MASHPEE PUBLIC SCHOOLS
FY21 BUDGET**

FY21 School Budget		FY2019 Revised Budget	FY2019 Expended	FY2020 Budget	FY2021 Budget	FY2021 Amt of Increase	Percent Increase
Summary Salaries							
Line item:							
1	System Administration Salaries	885,571.00	895,217.46	935,101.00	967,721.00	32,620.00	3.49%
2	KC Coombs Elementary Salaries	2,835,797.00	2,711,548.44	2,935,576.00	2,965,858.00	30,282.00	1.03%
3	Quashnet Elementary Salaries	3,454,732.00	3,468,717.65	3,554,473.00	3,563,776.00	9,303.00	0.26%
4	Middle School Salaries	1,490,502.00	1,488,897.61	1,443,630.00	1,400,158.00	-43,472.00	-3.01%
5	High School Salaries	4,227,365.00	4,304,810.90	4,324,868.00	4,614,114.00	289,246.00	6.69%
6	Curriculum & Technology Salaries	695,028.00	665,047.11	722,937.00	735,636.00	12,699.00	1.76%
7	Special Education Salaries	3,753,068.00	3,700,644.72	3,873,667.00	3,851,197.00	-22,470.00	-0.58%
8	Athletic Salaries	278,247.00	242,709.33	306,164.00	311,248.00	5,084.00	1.66%
Total Salaries		17,620,310.00	17,477,593.22	18,096,416.00	18,409,708.00	313,292.00	1.73%
Summary Expenses							
Line item:							
9	System Wide Administration Expenses	195,000.00	179,766.69	202,512.00	206,722.00	4,210.00	2.08%
10	KC Coombs School Expenses	89,236.00	87,450.09	86,548.00	97,255.00	10,707.00	12.37%
11	Quashnet School Expenses	104,925.00	109,773.55	103,400.00	108,575.00	5,175.00	5.00%
12	Middle School Expenses	34,860.00	29,488.57	60,760.00	61,954.00	1,194.00	1.97%
13	High School Expenses	157,149.00	162,364.08	169,067.00	181,499.00	12,432.00	7.35%
14	Curriculum, Instruction, Technology	432,200.00	431,200.01	774,542.00	932,797.00	158,255.00	20.43%
15	Special Education Expenses	91,600.00	51,034.67	87,800.00	90,000.00	2,200.00	2.51%
16	Out of District Tuitions	1,179,403.00	876,105.46	1,227,745.00	1,405,198.00	177,453.00	14.45%
17	Transportation Expenses	1,507,000.00	1,530,651.13	1,594,137.00	1,692,506.00	98,369.00	6.17%
18	Health Expenses	13,700.00	13,708.64	14,300.00	15,000.00	700.00	4.90%
19	Athletic Expenses	180,632.00	177,805.75	182,807.00	181,215.00	-1,592.00	-0.87%
20	Other Expenses	130,928.00	159,607.12	115,750.00	110,750.00	-5,000.00	-4.32%
Total Expenses		4,116,633.00	3,808,955.76	4,619,368.00	5,083,471.00	464,103.00	10.05%
Expenses + Salaries							
Total Budget		21,736,943.00	21,286,548.98	22,715,784.00	23,493,179.00	777,395.00	3.42%
Less Offsets		-355,411.00		-538,865.00	-538,865.00		
Budget		21,381,532.00	21,286,548.98	22,176,919.00	22,954,314.00	777,395.00	3.51%

BULLYING PREVENTION

The School Committee is committed to providing a safe, positive and productive educational environment where students can achieve the highest academic standards. No student shall be subjected to harassment, intimidation, bullying, or cyber-bullying.

“Bullying” is the repeated use by one or more students or school staff members of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a target that:

- causes physical or emotional harm to the target or damage to the target’s property;
- places the target in reasonable fear of harm to him/herself, or of damage to his/her property;
- creates a hostile environment at school for the target;
- infringes on the rights of the target at school; or
- materially and substantially disrupts the education process or the orderly operation of a school.

“Cyber-bullying” means bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a:

- wire
- radio
- electromagnetic
- photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications.

Cyber-bullying shall also include the creation of a web page or blog in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.

Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Bullying and cyber-bullying may occur in and out of school, during and after school hours, at home and in locations outside of the home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents and families are expected.

For the purpose of this policy, whenever the term bullying is used it is to denote either bullying, or cyber-bullying.

Bullying is prohibited:

- On school grounds;
- On property immediately adjacent to school grounds;
- At school-sponsored or school-related activities;
- At functions or programs whether on or off school grounds
- At school bus stops;
- On school buses or other vehicles owned, leased or used by the school district; or,
- Through the use of technology or an electronic device owned, leased or used by the school district;

Bullying and cyber-bullying are prohibited at a location, activity, function or program that is not school-related or through the use of technology or an electronic device that is not owned, leased or used by the school district if the act or acts in question:

- create a hostile environment at school for the target;
- infringe on the rights of the target at school; and/or
- materially and substantially disrupt the education process or the orderly operation of a school.

Prevention and Intervention Plan

The Superintendent and/or his/her designee shall oversee the development of a prevention and intervention plan, in consultation with all district stakeholders, which may include teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, students, parents and guardians, consistent with the requirements of this policy, as well as state and federal laws. The bullying prevention and intervention plan shall be reviewed and updated at least biennially.

The Principal is responsible for the implementation and oversight of the bullying prevention and implementation plan within his or her school.

Reporting

Students, who believe that they are a target of bullying, observe an act of bullying, or who have reasonable grounds to believe that these behaviors are taking place, are obligated to report incidents to a member of the school staff. The target shall, however, not be subject to discipline for failing to report bullying.

Each school shall have a means for anonymous reporting by students of incidents of bullying. No formal disciplinary action shall be taken solely on the basis of an anonymous report.

Retaliation

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying, shall be prohibited.

Target Assistance

The school district shall provide counseling or referral to appropriate services, including guidance, academic intervention, and protection to students, both targets and perpetrators, affected by bullying, as necessary. ★

Training and Assessment

Annual training shall be provided for school employees and volunteers who have significant contact with students in preventing, identifying, responding to, and reporting incidents of bullying.

Age-appropriate, evidence-based instruction on bullying prevention shall be incorporated into the curriculum for all K to 12 students.

Publication and Notice

Annual written notice of the relevant sections of the bullying prevention and intervention plan shall be provided to students and their parents or guardians, in age-appropriate terms.

Annual written notice of the bullying prevention and intervention plan shall be provided to all school staff. The faculty and staff at each school shall be trained annually on the bullying prevention and intervention plan applicable to the school.

Relevant sections of the bullying prevention and intervention plan relating to the duties of faculty and staff shall be included in the school employee handbook.

The bullying prevention and intervention plan shall be posted on the school district website.

LEGAL REFS.: Title VII, Section 703, Civil Rights Act of 1964 as amended
Federal Regulation 74676 issued by EEO Commission
Title IX of the Education Amendments of 1972
603 CMR 26.00
M.G.L. 71:37O; 265:43, 43A; 268:13B; 269:14A

REFERENCES: Massachusetts Department of Elementary and Secondary Education's Model
Bullying Prevention and Intervention Plan

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File: JICFB

CROSS REFS.: AC, Nondiscrimination
 ACAB, Sexual Harassment
 JIC, Student Discipline
 JICFA, Prohibition of Hazing

Mashpee Public Schools

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150A Old Barnstable Road
Mashpee, MA 02649
Telephone: 508-539-1500



Mashpee Public Schools Bullying Prevention and Intervention Plan



2010-2011 (March 31, 2011)
Updated: 2012-2013 (September 24, 2013)
Updated: 2015-2016 (January 6, 2016)
Updated: 2018- 2019 (August 22, 2018)

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I. LEADERSHIP

Statement of Purpose:

The Mashpee Public Schools expects that all members of the school community will treat each other in a civil manner and with respect for differences.

The Mashpee Public Schools is committed to providing all students with a safe learning environment that is free from bullying and cyberbullying. This commitment is an integral part of our comprehensive efforts to promote learning, and to prevent and eliminate all forms of bullying and other harmful and disruptive behavior that can impede the learning process.

The Mashpee Public Schools recognizes that certain students may be more vulnerable to become a target of bullying, harassment, or teasing based on actual or perceived characteristics, including race, color, religion, ancestry, national origin, sex, socioeconomic status, homelessness, academic status, gender identity or expression, physical appearance, pregnant or parenting status, sexual orientation, mental, physical, developmental or sensory disability, or by association with a person who has or is perceived to have one or more of these characteristics. The Mashpee Public Schools will take specific steps to create a safe, supportive environment for vulnerable populations in the school community, and provide all students with the skills, knowledge, and strategies to prevent or respond to bullying, harassment, or teasing.

The Mashpee Public Schools will not tolerate any unlawful or disruptive behavior, including any form of bullying, cyberbullying, or retaliation, in our school buildings, on school grounds, or in school-related activities. We will investigate promptly all reports and complaints of bullying, cyberbullying, and retaliation, and take prompt action to end that behavior and restore the target's sense of safety. We will support this commitment in all aspects of our school community, including curricula, instructional programs, staff development, extracurricular activities, and parent or guardian involvement.

The Bullying Prevention and Intervention Plan ("Plan") is a comprehensive approach to addressing bullying and cyberbullying, and the district is committed to working with students, staff, families, law enforcement agencies, and the community to prevent issues of violence. In consultation with these constituencies, we have established this Plan for preventing, intervening, and responding to incidents of bullying, cyberbullying, and retaliation. The Principals are responsible for the implementation and oversight of the Plan at their respective buildings, except when a reported bullying incident involves the principal or the assistant principal/dean as the alleged aggressor. In such cases, the Superintendent or designee shall be responsible for investigating the report, and other steps necessary to implement the Plan, including addressing the safety of the alleged victim. If the Superintendent is the alleged aggressor, the School Committee, or its designee shall be responsible for investigating the report, and other steps necessary to implement the Plan, including addressing the safety of the alleged victim.

- A. Public involvement in developing the Plan. As required by M.G.L. c. 71, § 37O, the Plan will be developed with various constituencies. This involvement will include:

Mashpee Public Schools administrators, faculty and staff; school volunteers; interested community representatives, students, parents, and guardians; and the Mashpee School Committee. A community forum on the development of the original Plan was held on October 19, 2010.

Consultation will include, at a minimum, notice and a public comment period before the Mashpee School Committee adopts the Plan.

- B. Assessing needs and resources.

The Superintendent, along with the Superintendent's designees, with input from administrators, faculty, and families, will:

- Assess the adequacy of current programs

- Review of current policies and procedures;
- Review of available data on the prevalence and characteristics of bullying and behavioral incidents;
- Assess available resources including curricula, training programs, and behavioral health services for designing ongoing professional development;
- Review current and relevant articles and research on best methodology to prevent, intervene and address bullying and cyber-bullying;
- Research and review 'field tested' and research-based anti-bullying curricula and instructional guides;
- Develop a resource bank of relevant materials for both parents and students;
- Review the Massachusetts comprehensive Health and Wellness Curriculum Frameworks to provide a working curriculum context for anti-bullying curriculum; and
- Assessments of initial and periodic needs, by surveying students, faculty, staff, parents, guardians on school climate and school safety needs.
- Administer a DESE-developed student survey to assess school climate and the prevalence, nature, and severity of bullying in our schools. (Once every 4 years beginning with 2015/2016 school year).

C. Planning and oversight.

The building Principals or designee will be responsible for the following tasks under the Plan:

- Receiving reports on bullying;
- Collecting and analyzing school-wide data on bullying to assess the present level of need and to measure improved outcomes;
- Creating a process for recording and tracking incident reports, and for accessing information related to victims and aggressors;
- Implementing the ongoing professional development that is required by the law;
- Identifying support strategies that respond to the needs of victims and aggressors;
- Choosing and implementing, in partnership with central office administrators, the curricula that the school or district will use;
- Amending student and staff handbooks and codes of conduct; and
- Leading the parent or family engagement efforts and drafting parent information materials.

The Director of Technology will be responsible for updating the Empowered Digital Use Policy (IJNDB). The Assistant Superintendent will be responsible for reviewing and updating biennially, or more frequently if needed.

II. PROHIBITION AGAINST BULLYING AND RETALIATION

Acts of bullying, which include cyberbullying, are prohibited:

- (i) on school grounds and property immediately adjacent to school grounds, at a school-sponsored or school-related activity, function, or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased, or used by a school district or school; or through the use of technology or an electronic device owned, leased, or used by a school district or school, and
- (ii) at a location, activity, function, or program that is not school-related including through the use of technology or an electronic device that is not owned, leased, or used by a school district or school, if the acts create a hostile environment at school for the victim or witnesses, infringe on their rights at school, or materially and substantially disrupt the education process or the orderly operation of a school.

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying is also prohibited. As stated in M.G.L. c. 71, § 37O, nothing in this Plan requires the district or school to staff any non-school related activities, functions, or programs.

III. DEFINITIONS

In order to work as collaboratively and as efficaciously as possible, to prevent and intervene on all acts of bullying, it is essential for administrators, faculty, staff, students, parents, guardians, law enforcement agencies, and other interested parties to use common language. The following definitions are provided to facilitate this goal.

Aggressor is a student or member of the school staff who engages in bullying, cyberbullying, or retaliation towards a student.

Bullying, as defined in M.G.L. c. 71, § 37O, is the repeated use by one or more students or by a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity, support staff, or paraprofessional of a written, verbal, or electronic expression or a physical act or gesture or any combination thereof, directed at a victim that:

- i. causes physical or emotional harm to the victim or damage to the victim's property;
- ii. places the victim in reasonable fear of harm to himself or herself or of damage to his or her property;
- iii. creates a hostile environment at school for the victim;
- iv. infringes on the rights of the victim at school; or
- v. materially and substantially disrupts the education process or the orderly operation of a school.

Cyberbullying, is bullying through the use of technology or electronic devices such as telephones, cell phones, computers, and the Internet. It includes, but is not limited to, email, instant messages, text messages, and Internet postings. See M.G.L. c. 71, § 37O for the legal definition of cyberbullying.

Hostile environment, as defined in M.G.L. c. 71, § 37O, is a situation in which bullying causes the school environment to be permeated with intimidation, ridicule, or insult that is sufficiently severe or pervasive to alter the conditions of a student's education.

Retaliation is any form of intimidation, reprisal, or harassment directed against a student who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying.

School Staff includes, but is not limited to, educators, administrators, counselors, school nurses, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to extracurricular activities, support staff, or paraprofessionals.

Victim is a student against whom bullying, cyberbullying, or retaliation has been perpetrated.

IV. RELATIONSHIP TO OTHER LAWS

Consistent with state and federal laws, and the policies of the school or district, no person shall be discriminated against in admission to a public school of any town or in obtaining the advantages, privilege and courses of study of such public school on account of race, color, sex, religion, national origin, or sexual orientation. Nothing in the Plan prevents the school or district from taking action to remediate discrimination or harassment based on a person's membership in a legally protected category under local, state, or federal law, or school or district policies.

In addition, nothing in the Plan is designed or intended to limit the authority of the school or district to take disciplinary action or other action under M.G.L. c. 71, §§ 37H or 37H½, other applicable laws, or local school or district policies in response to violent, harmful, or disruptive behavior, regardless of whether the Plan covers the behavior.

V. TRAINING AND PROFESSIONAL DEVELOPMENT

The Mashpee Public Schools will meet the requirements under M.G.L. c. 71, § 37O to provide ongoing professional development for all staff, including but not limited to, educators, administrators, counselors, school

nurses, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to extracurricular activities, support staff, and paraprofessionals.

A. Annual staff training on the Plan.

Annual training for all Mashpee Public Schools faculty and staff on the Plan will include staff duties under the Plan, an overview of the steps that the Principal or designee will follow upon receipt of a report of bullying or retaliation, and an overview of the bullying prevention curricula to be offered at all grades throughout the school. Staff members hired after the start of the school year are required to participate in school-based training during the school year in which they are hired, unless they can demonstrate participation in an acceptable and comparable program within the last year.

B. Ongoing professional development.

The Assistant Superintendent will be responsible for oversight and implementation of the training used throughout the system. The goal of professional development is to establish a common understanding of tools necessary for staff to create a school climate that promotes safety, civil communication, and respect for differences. Professional development will build the skills of staff members to prevent, identify, and respond to bullying. As required by M.G.L. c. 71, § 37O, the content of school-wide and district-wide professional development will be informed by research and will include:

- Developmentally appropriate strategies to prevent bullying;
- Developmentally appropriate strategies for immediate, effective interventions to stop bullying incidents;
- Information regarding the complex interaction and power differential that can take place between and among an aggressor, target, and witnesses to the bullying;
- Research findings on bullying, including information about specific categories of students who have been shown to be particularly at risk for bullying in the school environment;
- Information on the incidence and nature of cyberbullying;
- Internet safety issues as they relate to cyberbullying;
- Promoting and modeling the use of respectful language;
- Fostering an understanding of and respect for diversity and difference;
- Building relationships and communicating with families;
- Constructively managing classroom behaviors;
- Using positive behavioral intervention strategies;
- Applying constructive disciplinary practices;
- Teaching students skills including positive communication, anger management, and empathy for others;
- Engaging students in school or classroom planning and decision-making; and
- Maintaining a safe and caring classroom for all students.

Professional development will also address ways to prevent and respond to bullying or retaliation for students with disabilities that must be considered when developing students' Individualized Education Programs (IEPs). This will include a particular focus on the needs of students with autism or students whose disability affects social skills development.

C. Written notice to staff.

The Mashpee Public Schools will provide all staff with an annual written notice of the Plan by publishing information about it, including sections related to staff duties, in the school or district employee handbook and the code of conduct.

VI. ACCESS TO RESOURCES AND SERVICES

The Assistant Superintendent will be responsible for researching, reviewing and adopting appropriate curriculum and instructional materials for use in the schools. This work will require consultation with other appropriate district and town resources.

The curriculum must be:

- Developmentally appropriate;
- Evidence based – based on research, or field tested; and
- Evaluated for effectiveness.

The resources will be evaluated on documented success rate, will be engaging to students and will be in keeping with our core values and philosophies of pedagogy. Curriculum should have creative presentation and should encourage students to find solutions and use critical thinking skills.

A. Identifying resources.

* Resources for targets, aggressors, and their families may include, but are not limited to: adopting new curricula, establishing safety planning teams, and identifying other agencies that can provide services.

The Assistant Superintendent will be responsible for creating and posting a bibliography of anti-bullying resources including, but not limited to:

- The Mashpee Public Schools Anti-Bullying Policy;
- The Mashpee Public Schools Anti-Bullying Prevention and Intervention Plan;
- Instructional guides and materials;
- Research articles and materials on the prevalence and characteristics of bullying;
- Relevant and useful websites; and
- Community resources and related services.

B. Counseling and other services.

The Mashpee Public Schools has a variety of appropriate resources within the district. The Mashpee Public Schools utilizes adjustment counselors, guidance counselors and school psychologists who assist in developing safety plans for students who have been targets of bullying or retaliation, providing social skills programs to prevent bullying, and offering education and/or intervention services for students exhibiting bullying behaviors. The Mashpee Public Schools utilizes a variety of tools including, but not limited to, behavioral intervention plans, social skills groups, and individually focused curricula. Translators are provided as are translations of materials for Mashpee families as needed. *

C. Students with disabilities.

As required by M.G.L. c. 71B, § 3, as amended by Chapter 92 of the Acts of 2010, when the IEP Team determines the student has a disability that affects social skills development or the student may participate in or the student is vulnerable to bullying, harassment, or teasing because of his/her disability, the Team will consider what should be included in the IEP to develop the student's skills and proficiencies to avoid and respond to bullying, harassment, or teasing. All special education Administrators and faculty members receive training on this requirement. *

D. Referral to outside services.

The Mashpee Public Schools has a referral protocol for referring students and families to access appropriate services. Referrals comply with relevant laws and policies. Current local referral protocols are annually evaluated to assess their relevance to the Plan, and revised as needed. *

VII. ACADEMIC AND NON-ACADEMIC ACTIVITIES

A. Specific bullying prevention approaches.

Bullying prevention curricula will be informed by current research which, among other things, emphasizes the following approaches:

- Using scripts and role plays to develop skills;
- Empowering students to take action by knowing what to do when they witness other students engaged in acts of bullying or retaliation, including seeking adult assistance;
- Helping students understand the dynamics of bullying and cyberbullying, including the underlying power imbalance;
- Emphasizing cybersafety, including safe and appropriate use of electronic communication technologies;
- Enhancing students' skills for engaging in healthy relationships and respectful communications; and
- Engaging students in a safe, supportive school environment that is respectful of diversity and difference.

Initiatives will also teach students about the student-related sections of the Bullying Prevention and Intervention Plan. The Mashpee Public Schools will review the Plan with students by October 1st of each school year.

B. General teaching approaches that support bullying prevention efforts.

The following approaches are integral to establishing a safe and supportive school environment. These underscore the importance of the Mashpee Public Schools bullying intervention and prevention initiatives:

- Setting clear expectations for students and establishing school and classroom routines;
- Creating safe school and classroom environments for all students based on actual or perceived characteristics, including race, color, religion, ancestry, national origin, sex, socioeconomic status, homelessness, academic status, gender-identity or expression, physical appearance, or sensory, disability, or by association with a person who has or is perceived to have one or more of these characteristics;
- Using appropriate and positive responses and reinforcement, even when students require discipline;
- Using positive behavioral supports;
- Encouraging adults to develop positive relationships with students;
- Modeling, teaching, and rewarding pro-social, healthy, and respectful behaviors;
- Using positive approaches to behavioral health, including collaborative problem-solving, conflict resolution training, teamwork, and positive behavioral supports that aid in social and emotional development;
- Using the internet safely; and
- Supporting students' interest and participation in non-academic and extracurricular activities, particularly in their areas of strength.

VIII. POLICIES AND PROCEDURES FOR REPORTING AND RESPONDING TO BULLYING AND RETALIATION

A. Reporting potential bullying or retaliation.

Reports of potential bullying or retaliation may be made by staff, students, parents or guardians, or others, and may be oral or written. Oral reports made by or to a staff member shall be documented in an age-appropriate manner by the Principal or designee. A school or district staff member is required to report promptly to the Principal or designee any instance of bullying or retaliation the staff member becomes aware of or witnesses. Reports made by students, parents or guardians, or other individuals who are not school or district staff members, may be made anonymously. The Mashpee Public Schools will make a variety of reporting resources available to the school community including an anonymous electronic option.

Use of an Incident Reporting Form is not required as a condition of making a report. The Mashpee Public Schools will: 1) take all reported incidents either verbal or written and will record necessary information to document the

information as reported, and 2) will provide information on how to report incidents both on the website and in the handbook for each school.

At the beginning of each school year, the Superintendent will provide the school community, including all staff members, students, and parents or guardians, with written notice of its policies for reporting acts of bullying and retaliation. A description of the reporting procedures and resources, including the name and contact information of the Principal or designee, will be incorporated in student and staff handbooks, on the school or district website, and in information about the Plan that is made available to parents or guardians.

1. Reporting by Faculty and Staff

A Faculty or Staff member will report immediately to the Principal or designee when he/she witnesses or becomes aware of conduct that may be bullying or retaliation. The requirement to report to the Principal or designee does not limit the authority of the staff member to respond to behavioral or disciplinary incidents consistent with school or district policies and procedures for behavior management and discipline.

2. Reporting by Students, Parents or Guardians, and Others

The school or district expects students, parents or guardians, and others who witness or become aware of an instance of bullying or retaliation involving a student to report it to the Principal or designee. Reports may be made anonymously, but no disciplinary action will be taken against an alleged aggressor solely on the basis of an anonymous report. Students will be provided practical, safe, private and age-appropriate ways to report and discuss an incident of bullying with a staff member, or with the Principal or designee. The Principal or designee will document all reported incidents.

B. Responding to a report of bullying or retaliation- Allegations of Bullying by a Student

1. Safety

Before fully investigating the allegations of bullying or retaliation, the Principal or designee will take steps to assess the need to restore a sense of safety to the alleged victim and/or to protect the alleged victim from possible further incidents. Responses to promote safety may include, but not be limited to, creating a personal safety plan; pre-determining seating arrangements for the victim and/or the aggressor in the classroom, at lunch, or on the bus; identifying a staff member who will act as a "safe person" for the victim; and altering the aggressor's schedule and access to the victim. The Principal or designee will take additional steps to promote safety during the course of and after the investigation, as necessary for all parties involved.

The Principal or designee will implement appropriate strategies for protecting from bullying or retaliation a student who has reported bullying or retaliation, a student who has witnessed bullying or retaliation, a student who provides information during an investigation, or a student who has reliable information about a reported act of bullying or retaliation.

2. Obligations to Notify Others

- a. Notice to parents or guardians. Upon determining that bullying or retaliation has occurred, the Principal or designee will promptly notify the parents or guardians of the victim and the aggressor of this, and of the procedures for responding to it. There may be circumstances in which the Principal or designee contacts parents or guardians prior to any investigation. Notice will be consistent with state regulations at 603 CMR 49.00.
- b. Notice to another school or district. If the reported incident involves students from more than one school district, charter school, non-public school, approved private special education day or residential school, or collaborative school, the Principal or designee first informed of the incident will promptly notify by telephone the Principal or designee of the other school(s) of the incident so that each school may take appropriate action. All communications will be in accordance with state and federal privacy laws and regulations, and 603 CMR 49.00.

- c. Notice to law enforcement. At any point after receiving a report of bullying or retaliation, including after an investigation, if the Principal or designee has a reasonable basis to believe that criminal charges may be pursued against the aggressor, the Principal will notify the local law enforcement agency. Notice will be consistent with the requirements of 603 CMR 49.00. Also, if an incident occurs on school grounds and involves a former student under the age of 21 who is no longer enrolled in school, the Principal or designee shall contact the local law enforcement agency if he or she has a reasonable basis to believe that criminal charges may be pursued against the student aggressor.

In making this determination, the Principal will, consistent with the Plan and with applicable school or district policies and procedures, consult with the school resource officer, if any, and other individuals the principal or designee deems appropriate.

C. Investigation.

The Principal or designee will investigate promptly all reports of bullying or retaliation and, in doing so, will consider all available information known, including the nature of the allegation(s) and the ages of the students involved.

During the investigation the Principal or designee will, among other things, interview students, staff, witnesses, parents or guardians, and others as necessary. The Principal or designee (or whoever is conducting the investigation) will remind the alleged student aggressor, victim, and witnesses of the importance of the investigation, their obligation to be truthful, and that retaliation against someone who reports bullying or provides information during a bullying investigation is strictly prohibited and will result in disciplinary action.

The Principal or designee, other staff members as determined by the Principal or designee, and in consultation with the school counselor, may conduct interviews. To the extent practicable, and given his/her obligation to investigate and address the matter, the Principal or designee will maintain confidentiality during the investigative process. The Principal or designee will maintain a written record of the investigation, including the preservation of all email and text communications.

Procedures for investigating reports of bullying and retaliation will be consistent with Mashpee Public Schools policies and procedures for investigations. If necessary, the Principal or designee will, with the consent of the Superintendent, consult with legal counsel about the investigation. (Align this with school or district procedures.)

D. Determinations

The Principal or designee will make a determination based upon all of the facts and circumstances. If, after investigation, bullying or retaliation is substantiated, the Principal or designee will take reasonable steps to prevent recurrence and to ensure that the victim is not restricted in participating in school or in benefiting from school activities. The Principal or designee will: 1) determine what remedial action is required, if any, and 2) determine what responsive actions and/or disciplinary action is necessary.

Depending upon the circumstances, the Principal or designee may choose to consult with the students' teacher(s) and/or counselors, and the victim's or aggressor's parents or guardians, to identify any underlying social or emotional issue(s) that may have contributed to the bullying behavior and to assess the level of need for additional social skills development.

The Principal or designee will promptly notify the parents or guardians of the victim and the aggressor about the results of the investigation and, if bullying or retaliation is found, what action is being taken to prevent further acts of bullying or retaliation. All notice to parents must comply with applicable state and federal privacy laws and regulations. Because of the legal requirements regarding the confidentiality of student records, the Principal or designee cannot report specific information to the victim's parent or guardian about the disciplinary action taken unless it involves a "stay away" order or other directive that the victim must be aware of in order to report violations.

The Principal or designee shall inform the parent or guardian of the victim about the Department of Elementary and Secondary Education's problem resolution system and the process for accessing that system, regardless of the outcome of the bullying determination.

E. Responses to bullying

1. Teaching appropriate behavior through skills-building

Upon the Principal or designee determining that bullying or retaliation has occurred, the law requires that the school or district use a range of responses that balance the need for accountability with the need to teach appropriate behavior. M.G.L. c. 71, § 37O(d)(v). Skill-building approaches that the Principal or designee may consider include:

- Offering individualized skill-building sessions based on the school's/district's anti-bullying curricula;
- Providing relevant educational activities for individual students or groups of students, in consultation with guidance counselors and other appropriate school personnel;
- Implementing a range of academic and nonacademic positive behavioral supports to help students understand pro-social ways to achieve their goals;
- Meeting with parents and guardians to engage parental support and to reinforce the anti-bullying curricula and social skills building activities at home;
- Adopting behavioral plans to include a focus on developing specific social skills; and
- Making a referral for evaluation.

2. Taking disciplinary action

If the Principal or designee decides that disciplinary action is appropriate, the disciplinary action will be determined on the basis of facts found by the Principal or designee, including the nature of the conduct, the age of the student(s) involved, and the need to balance accountability with the teaching of appropriate behavior. Discipline will be consistent with the Plan and with the school's or district's code of conduct.

Discipline procedures for students with disabilities are governed by the federal Individuals with Disabilities Education Improvement Act (IDEA), which should be read in cooperation with state laws regarding student discipline.

If the Principal or designee determines that a student knowingly made a false allegation of bullying or retaliation, that student may be subject to disciplinary action.

3. Promoting safety for the victim and others

The Principal or designee will consider what adjustments, if any, are needed in the school environment to enhance the victim's sense of safety and that of others as well. One strategy that the Principal or designee may use is to increase adult supervision at transition times and in locations where bullying is known to have occurred or is likely to occur.

Within a reasonable period of time following the determination and the ordering of remedial and/or disciplinary action, the Principal or designee will contact the victim to determine whether there has been a recurrence of the prohibited conduct and whether additional supportive measures are needed. If so, the Principal or designee will work with appropriate school staff to implement them immediately.

F. Responding to Allegations of Bullying by School Staff

Upon receipt of a report of alleged bullying of a student by school staff, the principal/designee will be responsible for taking appropriate actions in accordance with this Plan and other applicable district policies and procedures,

including providing for the safety of the alleged victim where necessary. If the principal is the alleged aggressor, then the Superintendent/designee shall be responsible for such actions. In the event the Superintendent is the alleged aggressor, the School Committee/designee shall be responsible for such actions.

A staff member who is the subject of a complaint of a serious nature will be informed promptly and will be afforded the opportunity to present the facts as he/she sees them, in accordance with district policies and procedures, including any applicable collective bargaining agreements.

Procedures for investigating reports of bullying and retaliation by staff are consistent with district policies and procedures for investigations of other alleged misconduct by staff. If necessary, the designated school official will consult with legal counsel about such procedures. Investigations may include interviews of staff, students, and others as deemed appropriate. School officials will remind individuals (1) that retaliation is strictly prohibited and will result in disciplinary action and (2) of the importance of being truthful. To the extent practicable, given their obligation to investigate and address the allegations at issue, the school officials will maintain confidentiality during the investigative process.

In the event a designated school official determines that the staff member has engaged in bullying of, or retaliation against a student, the student's parent/guardian will be notified of what action is being taken to prevent further such acts and to restore the student's sense of safety. All notices to parents must comply with applicable state and federal privacy laws and regulations. Because of the legal requirements regarding the confidentiality of personnel records, the school official will not report specific information to the victim's parent or guardian about any disciplinary action taken unless it involves a "stay away" order or other directive that the victim must be aware of in order to report violations.

In the event disciplinary action against an employee is under consideration, appropriate due process will be provided. Any disciplinary action imposed will be based upon facts found by the designated school official and appropriate standards and expectations in light of the employee's role and responsibilities. School officials will develop a method to record confirmed acts of bullying by staff.

IX. PROBLEM RESOLUTION SYSTEM:

Any parent or guardian wishing to file a claim/concern or seeking assistance outside of the district may do so with the Department of Elementary and Secondary Education Program Resolution System (PRS). That information can be found at: <http://www.doe.mass.edu/pqa>. Emails can be sent to compliance@doe.mass.edu or individuals can call 781-338-3700. Hard copies of this information are also available at the Superintendent's office.

X. COLLABORATION WITH FAMILIES

A. Parent education and resources.

The Mashpee Public Schools in collaboration with parent associations will offer education programs for parents and guardians that are focused on the parental components of the anti-bullying curricula and any social competency curricula used by the district or school.

B. Notification requirements.

Each year the Mashpee Public Schools will inform parents or guardians of enrolled students about the anti-bullying curricula that are being used. This notice will include information about the dynamics of bullying, including cyberbullying and online safety. The school or district will send parents written notice each year about the student-related sections of the Plan and the school's or district's Internet safety policy. All notices and information made available to parents or guardians will be in hard copy and electronic formats, and will be available in the language(s) most prevalent among parents or guardians. The district will post the Plan and related information on its website.

Mashpee Public Schools
Bullying Prevention and Intervention Incident Reporting Form
Part I – Information

1. Name of Reporter/Person Filing the Report: _____

(Note: Reports may be made anonymously, but no disciplinary action will be taken against an alleged aggressor solely on the basis of an anonymous report.)

2. Check whether you are the: Victim of the behavior _____ Reporter (not the victim) _____

3. Check whether you are a: Student: _____ Staff Member (specify role) _____
 Parent: _____ Administrator _____ Other (specify) _____

Your contact information/telephone number: _____

4. If student, state school: _____ **Grade:** _____

5. If staff member, state your school or work site: _____

6. Information about the Incident:

Name of Victim (of behavior): _____

Name of Aggressor (person who engaged in the behavior) _____

Date(s) of Incident(s): _____

Time When Incident(s) Occurred: _____

Location of Incident(s): _____

7. Witnesses (List people who saw the incident or have information about it):

Name: _____ ☐ Student ☐ Staff ☐ Other _____

Name: _____ ☐ Student ☐ Staff ☐ Other _____

Name: _____ ☐ Student ☐ Staff ☐ Other _____

8. Describe the details of the incident (including names of people involved, what occurred, and what each person did and said, including specific words used). Please use additional space on back if necessary.

FOR ADMINISTRATIVE USE ONLY

9. Signature of Person Filing this Report: _____ **Date:** _____

(Note: Reports may be filed anonymously.)

10: Form Given to: _____ **Position:** _____ **Date:** _____

Signature: _____ **Date Received:** _____

1. Investigator(s): _____ **Position(s):** _____

☐ Interviewed aggressor Name: _____ Date: _____

☐ Interviewed victim Name: _____ Date: _____

☐ Interviewed witnesses Name: _____ Date: _____
Name: _____ Date: _____

3. Any prior documented incidents by the aggressor?	Yes	No

4. If yes, have incidents involved victim or victim group previously?	Yes	No

5. Any previous incidents with findings of BULLYING, RETALIATION	Yes	No
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Summary of Investigation:

(Please use additional paper and attach to this document as needed)

Part III– Conclusions from the Investigation

1. Finding of bullying or retaliation:

Yes _____ (please check one below)

No (please check one below)

Bullying _____

Incident documented as

Retaliation

Discipline referral only

2. Contacts:

Victim's parent/guardian _____ Date: _____ Aggressor's parent/guardian _____ Date: _____

District Equity Coordinator (DEC) _____ Date: _____ Law Enforcement _____ Date: _____

3. Action Taken:

Loss of Privileges _____ **Detention** _____ (dates) _____ **Referral** _____ **Suspension** _____ (dates) _____

Community Service _____ (dates) _____ **Education** _____ **Other** _____

4. Describe Safety Planning: _____

Follow-up with Victim: scheduled for _____ **Initial and date when completed:** _____

Follow-up with Aggressor: scheduled for _____ **Initial and date when completed:** _____


Report forwarded to Principal: _____ Date _____ Report forwarded to Superintendent: _____ Date _____

Signature and Title: _____ **Date:** _____



Mashpee Public Schools

Office of the Superintendent
150A Old Barnstable Road
Mashpee, MA 02649
508-539-1500
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Patricia M. DeBoer 
Superintendent
pdeboer@mpspk12.org

Hope P. Hanscom
Assistant Superintendent
hhanscom@mpspk12.org

TO: Mashpee School Committee
FROM: Patricia DeBoer
RE: Meeting Date Conflicts

There are 4 meeting dates that a school committee member has a scheduling conflict with. Below are the dates along with suggestions for new meeting dates:

*January 8, 2020- This is the date for the public hearing on budget- the suggestion is to keep this date

*April 8, 2020- Move to 4/15?

*May 13, 2020- Move to 5/6?

*June 10, 2020-Move to 6/24?

Mashpee—A Connected Community

All students, regardless of race, color, sex, gender identity, religion, national origin, sexual orientation, disability, or homelessness, have equal access to the general education program and to the full range of co-curricular/enrichment/sports programs offered by the Mashpee Public Schools.

Mashpee Public School District

Vehicle Use for Official School Business

I. PURPOSE

The purpose of this Policy is to establish guidelines and standards for use and assignment of Mashpee Public School District vehicles, to establish compensation for use of personal vehicle for official school business, to outline employee responsibilities when driving a school vehicle or personal vehicle for official school business, and to establish the proper reporting procedures when a school employee is involved in an accident while conducting official business in a school vehicle or personal vehicle.

II. POLICY

It is the Policy of the Mashpee Public School District to authorize the acquisition and utilization of vehicles for use by employees of the school in the conduct of their employment responsibilities, as provided for herein. Employees are obligated to comply with the provisions of this Policy when their employment responsibilities require use of a school vehicle or personal vehicle.

III. APPLICABILITY

This Policy shall apply to all employees of the Mashpee Public School District.

If any provision of this Policy violates any governing law or regulation, or term of a collective bargaining agreement, or if any law or regulation, or collective bargaining agreement term, applicable to this Policy becomes effective after the effective date of this Policy, the Policy shall be deemed changed to be in compliance with such governing law or regulation.

Any employee who may be assigned a school vehicle or who may use their personal vehicle for official school business is required to adhere to this Policy.

Failure to comply with any applicable provision of this Policy may result in disciplinary action up to and including removal of school vehicle privileges, suspension and/or termination of employment.

IV. DEFINITIONS

Personal Vehicle shall be defined as that vehicle owned or available for private use by the employee.

School Vehicle shall be defined as any automobile, truck, van, or other self-propelled equipment owned, rented, or leased by the Mashpee Public School District and licensed for travel on a public way.

Responsible Supervisor shall be defined as the school administrator who is assigned as the employee's supervisor, or his/her designee.

Mileage Reimbursement shall be defined as the per mile amount approved by the District to compensate an employee for use of a personal vehicle for school business. Mileage reimbursement is not considered to be salary.

Expense Reimbursement shall be defined as payment for approved expenses (parking, tolls, etc.) relating to personal vehicle use for school business, upon receipt of written documentation. Expense reimbursement is not considered to be salary.

Commuting shall be defined as the use of a school vehicle for travel between the employee's residence and his/her principal work location site. Employees may receive advanced approval from his/her supervisor or his/her designee to leave from their residence to a remote work site for the purpose of commuting mileage.

Fringe Benefit shall be defined as an extra benefit supplementing an employee's salary.

V. VEHICLE USE

A. School Vehicles

Unless otherwise designated, school vehicles are not for personal use. Certain positions permit employees access to school vehicles, either during work or on an on-call basis. School vehicles are assigned solely for purposes consistent with providing services to students and staff and may only be used for this purpose.

B. Personal Vehicles

Whenever possible, employees are expected to use school vehicles for work-related travel or any other official school business. On those occasions when a school vehicle is unavailable, the use of a personal vehicle may be authorized. The Mashpee Public School District reimburses employees for reasonable expenses incurred as a result of personal vehicle use for official school business.

C. Motor Vehicle and Driving Record Check

Except in an unforeseen circumstance, any employee using a school vehicle or personal vehicle for official school business ~~may~~ will be subject to a driving record check, and may be required to complete and submit a motor vehicle release form. An authorized school official may also obtain a copy of the employee's driving record from the license issuing agency and report its findings to administration. If it is determined that the driving record of an employee is a safety concern, the employee will be so advised, and may be prohibited from use of either a school vehicle or personal vehicle for official school business.

D. Parent/Guardian Consent

Any time a student will be transported in a school or private vehicle for the purpose of conducting school business, the parent/guardian of the student(s) must be fully informed as to the means of transportation and will sign a statement to this effect. (See MPS Policy EEAG: Student Transportation in Private Vehicles)

VI. PROCEDURES

A. Work Related Travel in Personal Vehicles

1. An employee authorized to use a personal vehicle for official school business shall be reimbursed for mileage at the federal rate in effect at the time of travel. To be reimbursed, employees must seek reimbursement from the Accounting Department, and submit the appropriate expense reimbursement form with back-up documentation and/or receipts within 30 days.

Reimbursement will be made by check. The school will reimburse for documented tolls and reasonable parking expenses incurred on the job in a school or personal vehicle.

2. Employees who are authorized to use personal vehicles for official school business may be required to demonstrate proof of state mandated minimum insurance coverage upon request.

B. Authority to Assign Vehicles for Use

1. All school vehicles should be regularly inspected for damage and cleanliness. Deficiencies shall be documented and appropriate corrective action shall be taken.
2. Employees must have a valid Massachusetts motor vehicle operator's license prior to assignment/use of a school vehicle. Vehicles are assigned for use consistent with department workload and employee function. The assignment/use of school vehicles may be rescinded at any time.

C. Operation of School Vehicles or Personal Vehicles for Official School Business

Employees are required to adhere to the following minimum rules of operation when using a school vehicle or personal vehicle for official school business:

1. Employees must maintain and keep in their possession a valid motor vehicle license issued by the Commonwealth of Massachusetts. Vehicles shall be operated by employees who hold a valid license of the class required for the specific vehicle being operated. Employees may be required to provide a copy of their valid driver's license.
2. Employees operating vehicles for official school business shall drive defensively, avoid unnecessary idling, carpool when able, and obey all applicable traffic and parking regulations, ordinances and laws. Speed limits are to be strictly observed. Courtesy will be extended to all entering and exiting traffic when vehicle is in operation.
3. Smoking, including the use of e-cigarettes, chewing tobacco or any other tobacco product, is prohibited in school vehicles and in personal vehicles when being used for official school business.
4. Employees must refrain from using hand-held cellular phones or other personal electronic devices while the vehicle is moving, unless the employee must place an emergency call or conduct official business. If available, a cellular phone should be used with a hands-free set. School employees will comply with current state law regarding cellular phone use while driving. Employees shall not be distracted while driving.
5. Operators must not leave vehicles unattended while the engine is idling with the ignition keys in the ignition, in the lock, or anywhere inside the vehicle.
6. Except as provided by law, employees and passengers must wear seatbelts and shoulder harnesses when operating or travelling in school vehicles, or when using personal vehicles for official school business.

7. Employees are expressly prohibited from operating school vehicles or using personal vehicles for official school business while under the influence of alcohol, illegal drugs, or prescription drugs/medications which may interfere with the effective and safe operation of the vehicle.
8. The transportation of unopened alcoholic containers is prohibited. Additionally, employees are expressly prohibited from possessing open alcoholic containers, illegal drugs, or controlled substances in any vehicle being used for official school business.
9. Employees who incur parking or other fines will be personally responsible for payment of such fines. Employees who are issued citations for any offense while using a school vehicle must notify his/her supervisor immediately, when practicable, but in no case shall notification exceed 24 hours.
10. An employee who is arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of the motor vehicle license, whether in school vehicle or personal vehicle, must notify a responsible supervisor immediately, when practicable, but in no case shall notification exceed 24 hours. Conviction for such an offense may be grounds for loss of school vehicle privileges and/or further disciplinary actions.

D. General Use of Vehicles

In addition to the minimum rules of operation, employees must abide by the following requirements and restrictions:

1. School vehicles may only be used for official school business. Operators must exercise sound judgment at all times and avoid any appearance of misuse. Use of public equipment or resources for personal use is an ethics violation under M.G.L. c. 268A.
2. When using a school vehicle, employees are required to obtain fuel from a designated school fueling facility, unless fueling is required in the course of out-of-school travel. The use of school fuel for personal use is prohibited.
3. When students are present in the vehicle, it is expected that they will be supervised at all times.
4. School vehicles will not be used to transport passengers who are not directly associated with official business or activities.
5. School vehicles should contain only those items for which the vehicle is designed. The school shall not be liable for the loss or damage of any personal property transported in the vehicle.
6. All school vehicles not utilized shall be garaged or parked at the end of each day in assigned municipal parking lots and/or spaces. No vehicles are to be taken home at the end of the workday without the permission of the administration.
7. At a minimum, all school vehicles shall be serviced semi-annually, to include oil, lube and filter change, fluid levels, brake inspection, and other maintenance as indicated in the vehicle owner's manual. Employees are expected to keep school vehicles clean and to report any needed repair, inspection, maintenance, or other issue to a responsible supervisor in a timely manner. Employees are required to complete a pre-trip inspection of the vehicle to identify any safety/mechanical issues.

H. Vehicle Accident Procedures

1. When an employee using a school vehicle or a personal vehicle for official school business is involved in a motor vehicle accident, the operator must stop the vehicle and evaluate for personal safety and the safety of occupants. **If any students are on board, contact your supervisor as soon as possible.**
2. Whenever any person has been injured and/or vehicles have suffered damage, the local or state police must be called to the scene. The operator will not remove the vehicle or leave the scene until authorized to do so by law enforcement. The operator will refrain from discussion of fault or liability. It is understood that the employee/driver may have to move the vehicle in question if safety is at risk.
3. When possible, the operator will personally obtain and/or document the information listed below. If personal injury prevents the operator from acquiring this information, another person should be designated to obtain it.
 - a) Name, address, and driver's license number of the other driver(s)
 - b) Name and address of the vehicle owner(s)
 - c) Registration number of the other vehicle(s) involved
 - d) Name and address of other driver(s) insurance company(s)
 - e) Name and address of any witnesses to the accident
 - f) **Obtain photos of all sides of the vehicles(s) involved and any property damage and road signage.**
 - g) **Note weather conditions and road surfaces- obtain photos**
4. The operator will immediately report the incident details to a responsible supervisor or department head, and submit any related documentation.
5. At the earliest opportunity or within 24 hours of the accident, the responsible supervisor or department head will complete and submit an Internal Vehicle Accident Report to the Office of the school Manager.
6. Within 72 hours, a First Report of Auto Claim form will be completed by the responsible supervisor or department head and will be submitted to the insurance coordinator, along with a copy of any official police report, photographs, or other relevant documentation.
7. If applicable, a First Report of Injury form should be completed and filed with the Department of Human Resources.

***Adopted by the
Mashpee School Committee on August 21, 2019***

1st Read: July 17, 2019

2nd Read : August 21, 2019

Massachusetts Association of School Committees, Inc.

One McKinley Square, Boston, Massachusetts 02109 (617) 523-8454
 (800) 392-6023 fax: (617) 742-4125 www.masc.org
 Devin Sheehan,
 President

o: MASC member school committees, c/o superintendent of schools
 e: Voting delegate to annual business meeting

Date: **DURING JOINT CONFERENCE, FRIDAY, NOVEMBER 15, 2019**

Location: **RESORT AND CONFERENCE CENTER AT HANOVER**

Date: March 2019

FIRST NOTICE

In order for your school committee to have a vote at the annual business meeting of the Massachusetts Association of School Committees, it is necessary that an official delegate be designated in pursuance of Article IX, Sec. 6 of the By-Laws, as follows:

All members of the Association, and all members of school committees which are active members of the Association, may attend and speak at any meeting of the Association. Only active members shall be entitled to vote on the election of officers or on any other matter as to which members of the Association shall have the right to vote and each active member shall have one vote. No later than seven days prior to each meeting of the Association each active member shall, by written notice to the Executive Director, designate one of its members as its voting delegate and may by such notice designate one of its members as its alternate voting delegate. All ballots and other votes cast by an active member at any meeting of the Association shall be cast by and only by its voting delegate or if the delegate be absent, by its alternate voting delegate if one shall have been designated.

PLEASE NOTE:

- An official delegate is only that delegate whose school committee has complied with annual dues regulations as spelled out in Article IV of the MASC By-Laws.
- Deadline for receipt of delegate forms by the Executive Director for the 2019 annual meeting is October 18, 2019.

Official Delegate Form

For the school committee of _____

The official voting delegate is: _____

The alternate voting delegate is: _____

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Signed

NOTE: In order to register for the annual business meeting, delegates must send in this form in addition to the conference registration form.