

**REVISED 06.13.2023**  
**MARION SCHOOL COMMITTEE MEETING**  
**MARION PUBLIC SCHOOLS**  
**16 Spring Street, Marion, Massachusetts**  
**June 13, 2023**

**ZOOM LINK:**

<https://oldrochester-org.zoom.us/j/99553477026?pwd=TW1OZEpuenR1UkdaWlRhN2VaU3FsQT09>

Meeting ID: 995 5347 7026

Passcode: 185691

*This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in the Community Room at Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom. Public is able to attend in person or via zoom.*

**TIME: 6:30 p.m.**

**MEETING TO ORDER**

**RECOGNITION PRESENTATION**

**XII. Executive Session**

**I. Approval of Minutes**

**A. Minutes**

- 1. Regular Minutes: May 10, 2023**
- 2. Executive Session Minutes: May 10, 2023**
- 3. Budget Subcommittee Minutes**

**II. Consent Agenda**

**III. Agenda Items Pending**

**IV. General**

**A. Approval of Memorandum of Agreement**

**B. School Improvement Plan Update**

**C. Approval of 2023-2024 Leases**

**D. Approval of Donation(s)**

**E. Literacy Program Curriculum Adoption**

**F. Approval of Disposal of Library Materials**

**G. MASC Training Discussion**

**H. Marion Institute Grow Education**

**V. New Business**

**A. Policy Review**

**B. Curriculum**

**C. Business**

- 1. Financial Report**
  - a. Revolving Account Balances
- 2. Food Service Report**
- 3. Facilities Report**
- 4. Budget Transfers**

**D. Personnel**

**VI. Special Report**

**VII. Unfinished Business**

**CHAIRPERSON'S REPORT**

**CENTRAL OFFICE ADMINISTRATORS REPORT**

**PRINCIPAL'S REPORT**

**VIII. School Committee**

**A. Committee Reports**

- 1. Budget Subcommittee**
- 2. Building Committee**
- 3. ORR District School Committee**
- 4. SMEC**
- 5. Early Childhood Council**
- 6. READS**

- 7.      **Tri-Town Education Foundation**
      - 8.      **Policy Subcommittee**
      - 9.      **School Council**
      - 10.     **Equity Subcommittee**
    - B. School Committee Reorganization**
    - C. School Committee Goals
  - IX. Future Business**
    - A.      **Timeline**
    - B.      **Future Agenda Items**
  - X. Open Comments**
  - XI. Information Items**

**ADJOURNMENT**



**MARION PUBLIC SCHOOLS**  
**Marion, MA**

**TO:** Marion School Committee  
**FROM:** Michael S. Nelson, Superintendent of Schools  
**DATE:** June 9, 2023  
**RE:** Agenda Items

The following items are on the agenda for June 13, 2023.

**RECOGNITION PRESENTATION**

**XII. Executive Session**

Recommendation

That the School Committee enter into executive session for the purposes of exception #3, to discuss strategy with respect to collective bargaining or non-union personnel and #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements.

**I. Approval of Minutes**

**A.1. Regular Minutes –**

Recommendation

That the School Committee review and approve the minutes of May 10, 2023. Please refer to “MSC 06132023 May Minutes”.

**A.2. Executive Session Minutes –**

Recommendation

That the School Committee review and approve the minutes of May 10, 2023.

**IV. General**

**A. Approval of Memorandum of Agreement**

Recommendation:

That the School Committee review a Memorandum of Agreement between the School Committee and the Marion Teachers Association.

**B. School Improvement Plan Update**

Recommendation:

That the School Committee hear an update on the School Improvement Plan. Please refer to “MSC 06132023 School Improvement Plan Update”.

**C. Approval of the 2023-2024 Leases**

Recommendation:

That the School Committee review for approval the leases of SMEC and Countryside for the 2023-2024 School Year. Please refer to “MSC 06132023 Countryside Lease”, “MSC 06132023 YMCA Lease” and “MSC 06132023 Memo”.

**D. Approval of Donation(s)**

Recommendation:

That the School Committee review the following donation(s);

- From Shutterfly, a check in the amount of \$2,055.60 for school pictures in 2019. Please refer to “MSC 06132023 Shutterfly Check”.
- From Volunteers at Sippican Elementary (VASE) the book *Fantastic Bureau of Imagination* by Brad Montague
- From Marion Teachers Association the book *Giant Island* by Jane Yolen
- From Marion School Sunshine Committee the book *When Things Aren't Going Right, Go Left* by Marc Colagiovanni
- From Marla Sioris and Peter Crisafulli the books *Wonder Walkers* by Micha Archer and *Whoo Hoo! You're Doing Great!* by Sandra Boynton

**E. Literacy Program Curriculum Adoption**

Recommendation:

That the School Committee hear a presentation regarding the literacy program curriculum. Please refer to “MSC 06132023 Core Literacy Program Review Presentation”.

**F. Approval of Disposal of Library Materials**

Recommendation:

That the School Committee review the list of materials to be withdrawn from the Sippican School Library. Please refer to “MSC 06132023 Library Disposal List”.

**G. MASC Training Discussion**

Recommendation:

That the School Committee discuss an upcoming MASC training.

**H. Marion Institute Grow Education**

Recommendation:

That the School Committee discuss this project-based supplemental set of lessons that ties outdoor garden classrooms to State Frameworks. Please refer to “MSC 06132023 Marion Institute Grow Education Overview” and “MSC 06132023 Memo”.

**V. New Business**

**C. Business**

**2. Food Services Report**

Recommendation

That the School Committee hear a report from Mr. Barber. Please refer to “MSC 06132023 Food Service Report”.

**3. Facilities Report**

Recommendation

That the School Committee hear a report from Mr. Barber. Please refer to “MSC 06132023 Facilities Report”.

**VIII. School Committee**

**B. School Committee Reorganization**

Recommendation:

That the School Committee reorganize for the 2023-2024 school year. Please refer to “MSC 06132023 Reorganization”.

**IX. Future Business**

**A. Timeline**

The next meeting(s) of Committee will be held as follows:

**Marion School Committee**

September 14, 2023

16 Spring Street

Marion, MA 02738

**Joint School Committee**

June 27, 2023

133 Marion Road

Mattapoisett, MA 02739

**Future Agenda Items**

- MCAS Results Report (November/December)
- Initial Budget Review (January)
- Health Unit Application (February)
- Budget Public Hearing (April)
- Budget Approval (April)
- School Choice Public Hearing (May)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- School Improvement Plan Approval (June)
- Approval of Leases (June)
- Approval of School Committee Goals for the following year (June)

## **XI. Information Items**

### Recommendation

That the School Committee review information regarding the READS Collaborative Amended Collaborative Agreement. Please refer to “MSC 06132023 READS Letter and Agreement”.

If you have any questions regarding any of these recommendations, please feel free to call me.

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**MARION SCHOOL COMMITTEE MEETING  
MARION PUBLIC SCHOOLS  
Marion, Massachusetts**

**May 10, 2023  
REGULAR MEETING MINUTES  
16 Spring Street, Marion, MA 02738**

Regular meeting of the Marion School Committee was held on Wednesday, May 10, 2023 and called to order by Chairperson Nye, at 6:30 pm.

**SCHOOL COMMITTEE MEMBERS PRESENT:** April Nye, Chairperson, Mary Beauregard, Nichole Nye McGaffey and Nichole Daniel (all in-person).

**SCHOOL COMMITTEE MEMBERS ABSENT:** Michelle Smith.

**OTHERS PRESENT:** Michael S. Nelson, Superintendent of Schools (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching & Learning (in-person); Howard Barber, Assistant Superintendent of Finance & Operations (in-person); Marla Sirois, Principal (remote); Peter Crisafulli, Asst. Principal (in-person); Melissa Wilcox, Recording Secretary (in-person), staff; parents; members of the press and public.

**Meeting was called to order at 6:30 p.m.**

Chairperson Nye, stated in accordance with Massachusetts Open Meeting Law, the agenda has been set, the meeting is being video-taped, and unless there are any emergencies that need to be added, the agenda will be followed as outlined. Chairperson Nye read the following statement: *This meeting will be conducted in a hybrid format. School Committee, Administrators and the public will have the option of meeting in person at the Community Room of the Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom.*

**FY24 Public School Choice Hearing called to order at 6:32 p.m. by Chairperson Nye.**

**Superintendent Nelson made the following statement:**

*On an annual basis, each Massachusetts school committee must hold a public school choice hearing to discuss their school choice status. Therefore, tonight this committee is fulfilling that obligation. In recent years, the Marion School District has not elected to be a school choice district. Later this evening, the school committee will need to vote on their school choice status for the 23-24 school year. At this point, I would recommend that the committee hear any comments from the public regarding school choice.*

There were no public comments.

**Chairperson Nye closed the FY24 Public School Choice Hearing at 6:34 p.m. to return to the regular agenda.**

**Recognition Presentation will be held until the June meeting.**

**Executive Session**

MOTION: by Ms. Daniel to enter into executive session at 6:34pm for the purposes of exception #3, to discuss strategy with respect to collective bargaining, #4 to discuss the deployment of security personnel or devices and #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements and to return to the regular meeting after exiting executive session.

SECONDED: Ms. Nye McGaffey

MOTION PASSED 4:0

Roll call: Nye (yes); Beauregard (yes); Daniel (yes); Nye McGaffey (yes)

MOTION: by Ms. Nye McGaffey to exit executive session at 6:50pm and return to the regular meeting

SECONDED: Ms. Daniel

MOTION PASSED: 4:0



Roll call: Nye (yes); Beauregard (yes); Daniel (yes); Nye McGaffey (yes)

## **I. Approval of Minutes:**

### **A. Minutes**

#### **Regular Meeting Minutes – March 8, 2023**

MOTION: by Ms. Nye McGaffey to accept the meeting minutes of March 8, 2023 as presented

SECONDED: Ms. Beauregard

MOTION PASSED 4:0

## **IV. General**

### **A. School Choice Vote**

Superintendent Nelson informed the committee that a vote was needed regarding school choice.

MOTION: by Ms. Nye McGaffey to remain a non-school choice school for the 2023-2024 school year

SECONDED: Ms. Beauregard

MOTION PASSED 4:0

### **B. Approval of School Committee Dates**

#### **Superintendent Nelson made the following statement:**

*This evening it is recommended that the school committee consider the following meeting dates for the 23-24 school year: September 14, October 19, November 30, January 4, February 8, March 14, April 25 and May 23.*

#### **School Committee questions/feedback:**

Chairperson Nye commented that she appreciates potentially moving all meetings to Thursdays for the 2023-2024 school year as she is on multiple committees.

MOTION: by Ms. Daniel to accept the proposed school committee dates for the 2023-2024 school year

SECONDED: Ms. Beauregard

MOTION PASSED 4:0

### **C. Approval of Grant(s)**

#### **Superintendent Nelson made the following statement:**

*This evening there are two grants to review, the FY23 FC586 Early Literacy Universal Screen Grant and the FY23 FC730 Accelerating Literacy Learning with High Quality Instructional Materials. Dr. Fedorowicz will explain each.*

#### **Dr. Fedorowicz stated the following:**

*I am excited to announce that we were awarded two additional, highly competitive literacy grants by the state to assist us with the funding to purchase an early literacy screener and a core literacy program which are aligned with and approved by DESE. The first grant, FC586 Early Literacy Universal Screening Grant for grades K - 3, in the amount of \$5,076, is to purchase the DESE approved Early Literacy Screening Assessment DIBELS 8th Edition for grades Kindergarten-Grade 3 by June 30, 2023. DIBELS 8th Edition is highly rated and “meets expectations” of all DESE’s required criteria in an Early Literacy Screener including RAN (Rapid Automatized Naming) for Dyslexia screening. We will also provide PD for teachers and our first screening will start in the fall of 2023.*

MOTION: by Ms. Nye McGaffey to accept the Early Literacy Universal Screening Assessment Grant in the amount of \$5,076 as presented

SECONDED: Ms. Daniel

MOTION PASSED 4:0

#### **Dr. Fedorowicz stated the following:**

*The second grant, which was extremely competitive, was the FC730 Accelerating Literacy Learning through High Quality Instructional Materials Grant for the amount of \$152,000 to support Sippican Elementary with*

*assistance in purchasing a new core literacy program grades K-6. The maximum amount a district could apply for was up to 50% of the purchase price of a new core literacy program, and up to the entire cost of the initial professional development for educators to implement those materials by June 30, 2023. During the grant writing process, knowing we were going to have a District Leadership Team review DESE approved core literacy programs but not know which program, I reached out to some approved vendors on the DESE list to receive estimated quotes for the grant in order to determine our maximum purchase eligibility. We are really excited about this grant to assist with the purchase of a new core literacy program.*

MOTION: by Ms. Daniel to accept the Accelerated Literacy through High-Quality Instructional Materials Grant in the amount of \$152,000 as presented

SECONDED: Ms. Beauregard

MOTION PASSED 4:0

**Dr. Fedorowicz continued to finish the literacy update for the evening:**

*To date, we have been meeting regularly with the District Leadership team, the teacher volunteers and the HILL. The three core literacy programs selected by the team that are being reviewed are IntoReading (by HMM), CKLA (by Amplify) and Wonders (by McGraw-Hill). All programs are on the DESE approved Curate List for core literacy programs. The HILL has provided a rubric to rate each program. We are currently in the last round, which is reviewing Wonders. The next step is to have a publisher roundtable where the reps from each company answer any final questions and have the team meet to discuss the programs and review the rubric. The final decision will be made at the end of May or beginning of June. I am happy to say we are on target and very excited about the process as a united and collaborative team. This was a fast process this year. Keep in mind, it will take multiple years and professional development to roll out such an important core literacy program. And a quick thank you to the teachers and administrators taking the time to conduct the core literacy reviews.*

**School Committee Feedback:**

Chairperson Nye thanked Dr. Fedorowicz and her team for this amazing grant award.

Ms. Daniel asked if all the elementary schools will meet together when the reps come. Dr. Fedorowicz confirmed that they would and have been working all together for consistency in each district.

**D. Approval of MOU**

**Superintendent Nelson made the following statement:**

*Tonight is recommended that the school committee approve the MOU as presented.*

MOTION: by Ms. Daniel to approve the MOU between the Superintendent of Schools and the Marion Chief of Police as presented.

SECONDED: Ms. Beauregard

MOTION PASSED 4:0

**V. New Business**

**C. Business**

**1. Financial Report**

Mr. Barber presented the following the following information to the school committee:

Financial report in relation to the general funds of Marion Elementary School District:

Budget Report by Department for May 10, 2023 for the purpose of our Financial Forecasting:

The Marion School District currently has \$187,614 available of the general funds appropriated in the 2023 Fiscal Year. Mr. Barber reported that he is able to identify how our funds are encumbered and expended. This report recognizes the activity of the total \$6,488,440 appropriated to the Marion School District.

- ☐ \$ 6,488,440 - General Funds Approved
- ☐ \$ 6,300,826 – Obligations Paid Year to Date
- ☐ \$ 187,614 - Remaining Available Funds

The Marion School District currently has \$22,597 available of the Bristol County Agricultural High School enrolled student operational budget of \$72,646 for the 2023 Fiscal Year budget.

- ☐ \$ 72,646 – Bristol County Agricultural High School
- ☐ \$ 50,049 - Obligations Paid Year to Date
- ☐ \$ 22,597 - Remaining Available Funds

In addition, Mr. Barber reported on the revolving accounts of Sippican School. He reported that the revolving accounts had a balance of \$160,028.81 on April 30, 2023.

**2. Food Service Report: Mr. Barber reported on the following:**

- Meal participation continues to grow.
- Nation-wide supply chain disruptions continue to impact our program.
- Had a successful week serving the students in the Math Acceleration Program.
- Currently working on procuring food and supplies for next year.

Students Receiving Free and Reduced Meals:

Free 115 – 28%

Reduced 9 – 2%

**3. Facilities Report: Mr. Barber reported on the following:**

- Ordered all equipment for the back playground extension.
- Capital projects submitted and 2 items selected, Rooftop Units overhaul and VCT flooring totaling \$75,000.00.
- Installed and implemented “Raptor” Visitor Management Safety System.
- Supported the “April Exploration Program” conducted during April break.
- Conducted routine maintenance on all facility systems.

**VI. CHAIRPERSON’S REPORT:**

**Ms. Nye made the following statement:**

*It is with great pleasure tonight for my Chair Report, that I get to report that Sippican School will be getting an SRO, thanks to the recent Town Meeting and the Police budget passing! As many of you know, when I initially ran for school committee over five years ago, one of my top goals was to make our school as safe as it could possibly be through various measures and one of them was my desire of a SRO. Through the years, working with Administration, the Superintendent's Office, as well as the Town we have been able to improve upon various security measures. One of my biggest goals was to still to bring an SRO into our school community, knowing the benefits that positive community policing has on young children and a community as a whole. I am truly beyond grateful that this position will be coming to Sippican and I want to take a moment to thank this Committee for always putting what's best for the children, the staff and school community as their number one priority always. THANK YOU! I would also like to thank Marla and Pete for their support with this endeavor, as well as our new Town Administrator Geoff Gorman. I want to acknowledge and personally thank Supt Nelson for always being willing to listen and work with me, even when I know I can be a pain. I truly appreciate the working relationship that we have built over these years, and I am grateful for it. I want to thank the townspeople of Marion. We truly live in an amazing town, and as a parent and grandparent I am always grateful that members of our community put our schools and children first. I would also like to thank the parents who have reached out tirelessly, whether through emails, text messages, stopping me at the bus stop. I will always listen and talk to anyone and I heard your concerns and your want of this SRO and I am forever grateful that this passed. And last, I want to thank Chief Nighelli, because without the Chiefs support of this, and having worked with the Superintendent and I this would not have happened. So thank you Chief for knowing that an SRO in an elementary school is needed for many different reasons, as well as recognizing that this will be beneficial to the community as a whole. Thank you everyone!*

**CENTRAL OFFICE ADMINSTRATOR’S REPORT:**

**Superintendent Nelson reported the following:**

*Mr. Davidson was unable to attend this evening but the Student Services office is busy planning transition events for students.*

**Dr. Fedorowicz gave the following updates:**

Learning Walks:

A quick update on learning walks. We are almost done with our last administrative LWs with a commitment to 2 LWs per building. We have completed our LWs at Marion, and are finishing up the last two at the end of the month. We are looking forward to continuing this next year with what we learned from this year.

IC:

The Instructional Council is meeting monthly as well as the subgroup developing the Curriculum Review Cycle. We have almost completed our first draft of the CRC document and look forward to presenting it to SC in the near future.

New Teacher Induction:

We had a great session last month with our retired Center School principal Rose Bowman and retired principal Kevin Brogioli on Parent communication. It was informative, engaging and funny providing our new teachers with some great ideas for family outreach.

### **Superintendent Nelson continued:**

This budget season he was pretty nervous, but is thankful for the townspeople of Marion for supporting education and for the School Committee for really caring about what the teachers need. He thanked the educators and staff for their commitment this school year as they wrap things up in the coming weeks.

### **PRINCIPAL'S REPORT**

**Ms. Sirois, Principal of Sippican School reported the following:**

**Celebrating Equity:** In April we celebrated Autism Awareness Month. Our May bulletin boards are in celebration of Asian American and Pacific-Island Heritage Month Again, thank you to all that support our learning!

**ASM:** In March we had two All School Meetings. The first was to celebrate St. Patrick's Day. Parent Mark Oien and his band shared Irish music with all of us. Our Second ASM celebrated our One Book One School project with the book, *The Day You Begin* by Jaqueline Woodson. Thank you to the Marion Scholarship Committee for donating the funds to purchase the book for all staff in the building.

**Art Show:** The art show was a huge success! Ms. Pike and our students worked all year to learn about and create art based on the cultures of the world. Mrs. Moore and Ms. Richard organized dinner and a performing arts schedule to entertain the masses. We also had many staff members and community members on hand to volunteer their time. Finally, we welcomed Bren Bataclan, Filipino-American artist based in Cambridge. He is the creator of the street art project Project Smile. He has left more than 3000 paintings in public spaces for passers-by to take for free if they promise to smile at random people more often.

**Project Grow:** Students are observing spring! They are noticing everything from flowers and leaves to waiting for butterflies!

**Kindergarten:** Our kindergarteners have been playing with words and writing poetry! After a fun recess of playing train, Mrs. B's class wrote a group poem!

**Engineering Activity:** Some students from a variety of grades took part in a Peep Challenge. Students and their teachers had a great time together. They learned some engineering by building a tree and the nest had to hold at least one bird. Some students were able to fit up to three peeps! They could work alone or with friends. Some helped their friends if they were stuck.

**Grade 3:** Students in third grade created venn diagrams highlighting similarities and differences between them and their friends. This was a part of our One Book One School project.

**Grades 4:** Mrs. Swoish's grade 4 class extended their work of honoring their differences with a project noting that, "We are all birds of different feathers, but we still love to flock together!"

**Grade 5:** Students in Grade 5 Science Classes created Space Model Projects where students could model what happens when the Earth, Moon and Sun interact. Students learned about why we have seasons, day and night, about the constellations, etc. Students chose various ways to show what they know. Some chose stop motion videos, some chose to make interactive models, some chose to make a TV show and some even chose to write and illustrate their own comics.

**Grade 6:** Nine students representing each of the 6th grade homerooms submitted poetry to the Massachusetts Reading Association's Poetry Contest on April 1st. Works included examples of rhyme, free verse and black out poetry covering a variety of topics. Dr. Elaine M. Bukowiecki, Professor Emeritus from the College of Education and Health Sciences at Bridgewater State University will be reviewing the work. Sippican WILL be represented in the MRA publication! We look forward to celebrating these students at the June School Committee meeting.

**VASE:** Our friends at VASE have been very busy. Students in Project Grow and Kindergarten enjoyed the Toe Jam Puppet Band. We also had a visit from the New Bedford ballet, *Sacagawea's Song*. We had a

family movie night and just last week we were treated with the annual Staff appreciation luncheon. We are so very grateful for the support of VASE!

### **Library:**

- 1) Winter Reading Challenge - We honored all 82 students who completed this year's Winter Reading Challenge, held on Monday, March 20th. A raffle was held, and two students per grade were chosen to receive a \$10 gift certificate to the spring Book Fair.
- 2) Spring Book Fair - Our Spring Book Fair was a huge success! It was held March 27-31, and we grossed over \$10,000 in book sales. Every student who wished to shop had opportunities during Library classes, and at two after school events. We had 20 volunteers come in to assist throughout the week, along with a crew of Ambassadors from the high school. Our Book Fairy program this year allowed 40+ students to shop who were experiencing financial hardship.
- 3) Vocabulary Day - Our 19th annual Vocabulary Day took place on Friday, April 14. Corinna Raznikov-Wisner and her son Harry once again photographed all students and staff. We ended the day with an All School Meeting which featured a Vocabulary Day fashion show. Families will receive a free print following a gallery reveal, scheduled for early June.

**Enrichment/Kindness Crew/Jr Reporters: Science Fair:** Over 40 projects were submitted by students for this year's science fair! Student projects were voluntary, and showcased a scientific method or invention. We were amazed by the passion students had!

**Math Super Stars:** Our Math Super Stars program is over! We had many participants who received individual awards, but our top class in the school was Mrs. LeMarier's 4th grade class who earned 1,117 stars combined!

**Jr Reporters:** Filmed a video to share all of the One Book One School projects. Thanks to ORCTV, students are also able to independently check out the camera equipment to film events and all school meetings!

<https://drive.google.com/file/d/17lz4n43nYoFiYI7-ox8QJnn0tnmxlCKr/view?usp=sharing>

**Kindness Crew:** created an "I'm From" poem for their One Book One School Project that they shared at the all school meeting. They have also been organizing and leading our all school meetings this year!

[https://docs.google.com/presentation/d/1g8zlvIDMbCKHiojaWlr1P1Cb\\_bBp-C6QRJIPaEaFuRE/edit?usp=sharing](https://docs.google.com/presentation/d/1g8zlvIDMbCKHiojaWlr1P1Cb_bBp-C6QRJIPaEaFuRE/edit?usp=sharing)

**AnchOR:** Our community came together for the second event of the year! The annual egg hunt returned with over 100 participants! There were over 1,000 eggs stuffed and displayed in the park at the Marion village Estates. Again, I can't thank Lisa Horan and her team enough for bringing AnchOR BACK to Sippican.

**Music:** Terry Wolkowicz, the education director from New Bedford Symphony added 2 additional visits to meet with Grade 5th students. Students wrote compositions that demonstrate the 3 forms of symmetry that the trio taught in their December visit. Seven students excelled in this project, and Terry has been working with them to expand their projects.

**School Council:** Our school council met in March. We updated the strategic plan work and discussed happenings in school.

## **VIII. School Committee**

### **A. Committee Reports**

1. Budget Subcommittee – No report.
2. Building Committee – No report.
3. ORR District School Committee- No report Ms. Smith is absent.
4. SMEC – No report Ms. Smith is absent.
5. Early Childhood Council- Ms. Daniel reported there is a meeting coming up on May 17<sup>th</sup> and the fair is May 20<sup>th</sup>.
6. READS – Mr. Nelson reported that READS last met on March 10<sup>th</sup> and they reviewed SPED administrators report, annual report and audit. They are in the midst of interviewing for a new executive director.
7. Tri-Town Education Foundation – Ms. Daniel reported that the foundation is meeting on May 17<sup>th</sup>.
8. Policy Subcommittee – Ms. Beauregard reported that the subcommittee met earlier today and approved adopting AA-1, making minor updates to section A per MASC newsletter and reviewed two community member requests but voted to take no action on these items.
9. School Council – Principal Sirois had nothing additional to report.
10. Equity Subcommittee- Ms. Beauregard reported that the Equity Subcommittee met on March 30<sup>th</sup>. Progress on the Equity Action Plan was provided by district administrators and the central office team. The next meeting is May 15<sup>th</sup>.

## **IX. Future Business**

### **A. Timeline**

The next meeting(s) of Committee will be held as follows:

<u>Marion School Committee</u>	<u>Joint School Committee</u>
June 13, 2023 @ 6:30pm	June 8, 2023 @ 6:30 pm

## **X. OPEN COMMENTS**

Chairperson Nye reviewed open comments procedures and protocols.

There were no open comments.

## **XI. Information Items**

Superintendent Nelson reviewed the SMEC Mortgage Application notice with the committee. He informed them there would be more updates in the future as the process continued.

## **ADJOURNMENT**

MOTION: by Ms. Daniel to adjourn at 7:33 p.m.

SECONDED: Ms. Nye McGaffey

Motion Passed 4:0

**Respectfully Submitted,**  
**Melissa Wilcox**

# Sippican School SIP Year Two Update Spring 2023

**Sippican Elementary School**  
16 Spring St. Marion, Massachusetts 02738



## **Strategic Objective 1:**

### **21st Century Learning for all Students**

**Goal:** Sippican students will engage in instructional practices that include 21st Century Skills as well as Project Based Learning.

**Sippican Elementary School** 2  
16 Spring St. Marion, Massachusetts 02738



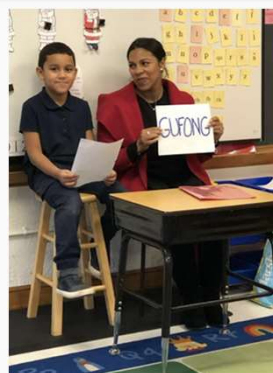
Action Steps:	
	Status
<p>1.By the 5th year, every student will experience two project or problem based learning experiences in which they showcase their work to an audience beyond their classroom teacher. During these showcases students will have demonstrated: flexibility and adaptability, initiative and self direction, social and cross-cultural skills, productivity and accountability, and leadership and responsibility.</p> <p>2.Opportunities for the 4Cs are fully integrated into standards-based grade level units that integrate subject areas. Moreover, the two PBL learning showcases also evidence the 4Cs.</p> <p>3.Students will demonstrate the skillful use of media literacy, information literacy, and communication technology literacy in at least 2 developmentally appropriate grade level projects.</p> <p>4.All students will experience fully articulated</p>	<p>There was true excitement around goal 1 this year. So many projects were able to be brought back. A few examples include:</p> <ul style="list-style-type: none"> <li>*Science Fair</li> <li>*Our One Book One School Project</li> <li>*Field trips that connected to the curriculum</li> <li>*Grade 6 Poetry contest applicants</li> </ul> <p>Dr. Fedorowicz and teachers from all grade levels worked diligently to begin to update curriculum units within Rubicon Atlas. This work is ongoing but we are excited that it will be accessible to stakeholders soon.</p> <p><b>Sippican Elementary School</b> 16 Spring St. Marion, Massachusetts 02738</p>



Second graders researched topics of interest to them and created books of their new knowledge.

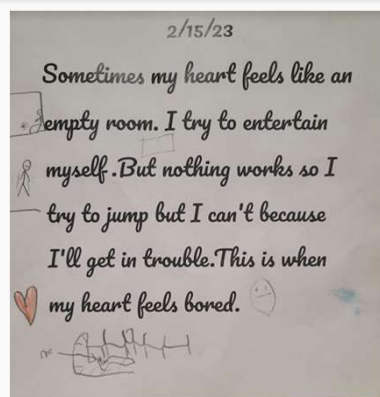


Sixth grade cell projects. Students were given a variety of ways that they could represent what they learned.



First graders studied family traditions and then shared them with their classmates with special guests invited.





Third graders wrote descriptive poems representing their feelings

#### We Played Trains

Chugga Chugga Choo Choo  
Chugga Chugga Choo Choo

We are Mrs. B's & Mrs. Dunn's class  
We are a family at school

Chugga Chugga Choo Choo  
Chugga Chugga Choo Choo

We all treat each other kindly  
We all treat each other equal  
We are all kind

Chugga Chugga Choo Choo  
Chugga Chugga Choo Choo

We include others  
when they feel left out  
We tell them they can join in  
They don't have to ask

Chugga Chugga Choo Choo  
Chugga Chugga Choo Choo

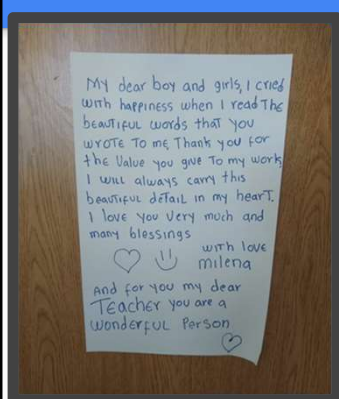
We are Mrs. B's & Mrs. Dunn's Class

Chugga Chugga Choo Choo  
Chugga Chugga Choo Choo

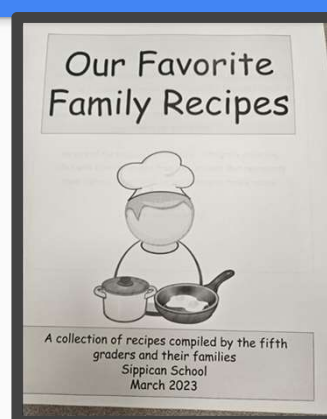


Kindergarten students created a poem while playing together at recess.

5



Fourth graders completed a Gratitude Challenge for 16 days. Each day they completed a different challenge to help them focus on things they are grateful for in their lives. They even received thanks for their efforts.



Grade 5 students, while doing their One Book One School project, thought about foods that are special to their families. They compiled these in grade level cookbook.

6



## Strategic Objective 2: Social Emotional Learning

**Goal:** Members of the Sippican School Community will positively support students through engaging them as individuals providing positive behavior supports, continuous feedback, working collaboratively with the community and utilizing school and community Resources to ensure safety and security for all members of the school community.

**Sippican Elementary School**   
16 Spring St. Marion, Massachusetts 02738

### Action Steps:

	Status
1. Fully adopt and implement, with fidelity, an evidence-based SEL program/approach. Students will be able to identify at least two trusted staff members to promote a sense of belonging. Measure student data points on Panorama to ensure higher engagement and connectedness based on SEL programming.	We have made significant progress with this goal. We are using Second Step social emotional curriculum with all students in grades K-6. This work is being done with our clinical staff with carry over to classroom morning meetings weekly. Our students ALL have two trusted adults documented with their teachers.
2. Increase social worker to 1.0.	As you know, we DO have a 1.0 social worker. Our clinical team has worked hard this year to ensure the well being of all of our students.
3. Sippican School will routinely establish clear behavioral expectations and make use of a consistent and aligned discipline data collection method.	We continue to maintain clear behavioral expectations for all students in an environment of care and support.

**Sippican Elementary School**   
16 Spring St. Marion, Massachusetts 02738



Students are acknowledged for showing positive character traits. Students were rewarded with a book of choice with affirmations from their teachers.



Positive messaging helped reinforce student sense of belonging. All students provided their list of trusted adults to ensure student sense of belonging



9



### Strategic Objective 3: Global Citizenship

**Goal:** Understanding that Global Citizenship is the idea that one's identity transcends geography or political borders, and that we, individually, have responsibilities to embrace all members of our community, Sippican School will prepare students for their role in becoming positive agents of change for racial equity in our global society.

## Action Steps:

	Status
<p>1. Teachers continue to embed global themes into project based learning in a minimum of two content areas.</p> <p>2. Continue to maintain community partnerships.</p> <p>3. Continue to support school community groups like Anchor in order to figure out how to expose and educate students about diversity, acceptance, and collaboration and inclusivity.</p>	<p>We have used our Interactive Read Aloud curriculum resources to make sure our students are seeing themselves in the literature we present to students. Teachers took time over the course of the year to cognizantly look at texts and find connections.</p> <p>We continue to welcome community partnerships. We are grateful for the community support we consistently feel supported by.</p> <p>Anchor was back this year! We were able to bring back the Spaghetti dinner and the Spring egg hunt this year. We hope to add other events next year.</p>

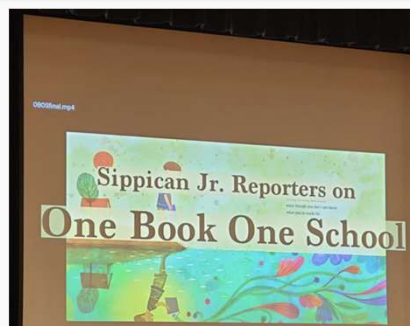
**Sippican Elementary School**  
16 Spring St. Marion, Massachusetts 02738



Anchor is back! The first event of the year was the Spaghetti Supper



Ms. Pike and our students sponsored this year's art show with art from each continent.



Our One Book One School project featured, *the Day You Begin*, by Jacqueline Woodson





Sippican School students are involved in their community. From remembering Veterans to supporting those in need, we continue to prepare our students for their future responsibility to be positive role models in their community.

13



## FACILITIES USE AGREEMENT

This Agreement is made by and between the Town of Marion through its School Committee and the (collectively hereinafter referred to as the "School") and Bonnie A. Morrison, Countryside Child Care Center, Inc. with an address at 565 Rounseville Road, Rochester, MA 02770 (hereinafter, "User").

WHEREAS, the School owns certain facilities as described in this Agreement, and

WHEREAS, User desires to use those facilities for the purposes herein contained:

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained, School and User agree as follows:

1.0 Grant: School hereby grants a license to User to use the following described facilities and equipment ("Facilities" or "Licensed Premises") on the terms and conditions hereinafter set forth:

One standard classroom with or next to bathroom facilities, for before and after school daycare.

2.0 Term: User shall be permitted to use the Facility during the following time and dates:

Times to be agreed upon, Monday through Friday  
From August 1, 2023 through June 30, 2024

3.0 Fee: User shall pay to School the following license/rental fees:

July 1, 2023 through June 30, 2024 of \$2,000/month

Rental fees are payable on the first of each month.

(i) All expenses that it may incur in supplying services for and on behalf of User except for those specifically to be borne by School as set forth herein.

(ii) All costs for services provided by School at the reasonable request of User, which shall be billed to and reimbursed by User at School's standard rates.

The estimated fees for Media equipment and Security and Buildings & Grounds services are as follows:

Educational Media for sound equipment and technician.      \$           N/A          

Security Services      \$           N/A          

Buildings & Grounds – Set-up and break Down/cleaning.      \$           N/A          

The foregoing are preliminary estimates, based on information provided by User. User will be billed for Additional User Fees for the actual equipment and services used in connection with the Event.

User shall pay Additional User Fees within thirty (30) days following the invoice date.  
User agrees to pay all fees due under this contract by bank check.

4.0 Condition of Licensed Premises: User has inspected the Licensed Premises prior to the execution of this Agreement and agrees to accept the same in its “as is” condition, and except as specifically noted in herein, School shall not be required to perform any work or alterations to prepare the Licensed Premises for User’s Event.

5.0 Utilities: School shall at its own cost and expense supply User with all existing utilities, including heat, water and electricity.

6.0 Parking and Facilities: User may have access to School’s parking lot.

7.0 Compliance with School Policies: User shall ensure that its employees, agents, contractors, licensees, guests, and invitees comply with all applicable School rules, regulations, and policies, and with directions of School staff.

7.1.1 User and its employees, agents, contractors, licensees, guests and invitees shall not injure, damage, mar or deface the Facilities, its appurtenances and any equipment contained therein. Neither shall User cause or permit anything to be done whereby said premises, appurtenances and equipment shall in any way be injured, damaged, marred or defaced, and will not drive or permit to be driven, nails, hooks, tacks or screws into any part thereof and will not make or allow to be made any alterations of any kind therein.

7.1.2. User and its employees, agents and contractors shall not erect any special platforms, water tanks, scaffolding, rigging and other apparatus without School’s prior written approval. School, in its sole discretion, reserves the right to reject any of the above mentioned items. In the event of such constructions, User will take all necessary action required to insure the safety of the participants and the public, and shall be solely liable for any damages that arise as a result of same.

7.1.3. Unless specifically called for herein, User agrees that it and its employees, agents and contractors will not use School's equipment, tools, or furnishings located in or about described Facilities, without first seeking and receiving the written approval of School. School does not guarantee the operation of any of its equipment and shall not be liable for any loss sustained by User or its employees, agents, contractors, licensees, guests or invitees by reason of any breakdown of equipment during the permitted Use.

7.1.4. User and its employees, agents and contractors shall not use any flammable materials, including decorations, displays, draping’s, or similar items in the Facilities, without School’s prior written approval.

7.1.5. The Facilities are designated as non-smoking at all times. User shall be responsible for reimbursement to the School for any damage caused by smoking.

7.1.6. At no time shall User allow occupancy of the Facilities to exceed maximum permitted occupancy. The maximum permitted occupancy for the facilities is set forth on herein.

7.1.7. Vacating Premises: At the end of its Event, or upon the earlier termination of this Agreement, User shall quietly and peaceably vacate the Licensed Premises and remove its employees, agents, contractors, licensees, guests and invitees and their property from the Licensed Premises so that the Licensed Premises are in the same condition (ordinary wear and tear excepted) as at the inception of the Event, and User shall reimburse School for any expense incurred to repair any damage caused by such removal. Any property or items of User or its employees, agents, contractors, licensees, guests or invitees remaining in the Licensed Premises after the expiration or sooner termination of this Agreement shall be deemed

abandoned and may be disposed of by School as it sees fit in its sole discretion, at User's expense. User agrees that School shall have no liability for any disposal of property that is deemed abandoned.

7.2. User will provide, at its own expense, a liaison between User, User's employees, agents and contractors and School's staff. Said liaison will facilitate communication between User's attendees and School's staff, as the need arises.

8.0 Additional Users: User understands and agrees that during the term of this Facilities Use Agreement other activities and events may be held in other parts of the described facilities not included in this Facilities Use Agreement, and User shall so conduct its activities so as not to interfere with such other activities and events.

9.0. User agrees that its advertising and publicity shall not conflict with the School's advertising policy. User shall submit its advertising plans, if any, including sponsorships to the School for review prior to publicizing of any of its activities hereunder.

10.0. User and its employees, agents, contractors, licensees, guests and invitees shall comply with all pertinent federal, state, local and municipal laws, codes, ordinances, rules and regulations, including but not limited to fire, building safety and health codes applicable to the Use of School's Facilities. User and its employees, agents and contractors shall obtain and maintain in full force and effect, all permits, licenses and authorizations required by governmental and quasi-governmental agencies. User shall advise School of all permits and licenses required to be obtained for its activities in School's own name, and shall cooperate with School in obtaining same and shall pay any fees and expenses that may be required relative thereto. User shall pay all taxes imposed by law in connection with its Use.

10.1.1. The possession and/or use of intoxicants, including beer or wine, is prohibited in the Facilities. Animals, birds, and other pets are not permitted in the Facilities, except for guide dogs.

11.0. Except as may be preempted by federal law, this Agreement shall be governed by the laws of the Commonwealth of Massachusetts, without regard to its choice of law principles. Litigation of all disputes between the parties arising from or in connection with this Agreement shall be conducted in a court of appropriate jurisdiction in Plymouth County, Massachusetts.

12.0 Indemnification. User agrees to defend, indemnify, and hold harmless School, its successors and permitted assigns, and their respective employees and agents to the fullest extent permitted by law from and against any and all claims or demands whatsoever, including associated costs, expenses, and reasonable attorneys' fees incurred on account thereof, that may be asserted by User's employees, employees of User's subcontractors or agents, or any other persons for loss, damage, death, or injury to persons or property arising in any manner out of or incident to User's utilization of School facilities and/or User's performance or nonperformance of this Agreement.

13.0 Insurance: In addition to Workers Compensation and other statutorily required coverage, User agrees to obtain and maintain at its own cost and expense broad form General Liability insurance with a limit of not less than Two Million (\$2,000,000) Dollars covering personal injury, death and property damage, covering all of activities of User and its employees, agents, contractors, licensees, guests and invitees at School's premises. Such policies of insurance shall be maintained with insurance companies authorized to do business in the Commonwealth of Massachusetts and provide that they may not be canceled except upon 30 days prior written notice to School. User shall, at the time of the execution of this Agreement, furnish School with



a certificate of insurance and coverage rider evidencing such coverage, and naming School as an additional insured with respect to its liability coverage. The insurance required hereby shall not be deemed to limit User's obligations to indemnify School under this Agreement.

**14.0 Violation:** If in School's reasonable opinion, at any time User's employees, agents, contractors, licensees, guests or invitees violates an applicable School rule or regulation (including, but not limited to restrictions against the use of drugs and alcohol), or the ordinance or law of the town, the Commonwealth of Massachusetts or the United States of America, User shall direct the offender to cease and desist from continuing such illegal or improper use. Notwithstanding anything to the contrary contained in this Agreement, School expressly reserves its right at any time upon prior notice to User (except in emergencies), to cause the removal of any of User's employees, agents, contractors, licensees, guests or invitees, who in the reasonable discretion of School has engaged or is engaging in undesirable, disruptive or hazardous behavior.

**15.0 Non-assignment:** User shall not assign or transfer this Facilities Use Agreement or allow any other entity to use any portion of the subject Facilities hereunder without the prior written consent of School.

**16.0 No Joint Venture:** Nothing contained herein shall be deemed or construed by the parties or by any third party as creating any employment or agency relationship or partnership or joint venture between User and School.

**17.0 Entire Agreement:** This Facilities Use Agreement, together with any exhibits or addenda annexed hereto, is the sole and complete expression of the parties' intent with respect to the subject matter hereof. This Agreement may be amended or modified only by a writing countersigned by authorized representatives of each party.

**18.0 Inspection:** User agrees that School's authorized representatives may enter upon the licensed Facilities at all reasonable times to make inspection and perform necessary work or to ensure conformity with this Facilities Use Agreement.

**19.0 Force Majeure:** Anything to the contrary notwithstanding, School shall not be liable, nor shall any credit or other remedy be extended, for School's failure, in whole or in part, to fulfill its obligations under this Agreement where such failure arises from or in connection with causes beyond School's control, including, but not limited to, acts of God, flood, extreme weather, fire or other natural calamity, terrorist attack, any law, order, or regulation or action of any governmental entity or civil or military authority, power or utility failure, cable cuts, unavailability of rights-of-way, national emergencies, riots, wars, strikes, lock outs, work stoppages, or other labor difficulties (each a "Force Majeure Event"), whether or not the Licensed Facilities are damaged, impaired, or precluded from use by such Force Majeure Event(s). If a Force Majeure Event occurs during the term hereof, School shall be excused from performance hereunder. A Force Majeure Event shall not excuse User's obligation to make any payment due pursuant to this Agreement, except to the extent that the Force Majeure Event physically interferes with and delays delivery of such payment.

**20.0 Alternative Premises:** (a) Anything to the contrary notwithstanding, should School determine in its sole, exclusive, and confidential discretion that its' operational requirements or obligations (including, without limitation, its facilities' expansion, contraction, elimination, or alteration) preclude its provision to User of the Licensed Premises, School may, at its sole and exclusive option, (1) offer alternative premises to User on the terms and conditions set forth in this Agreement, or (2) terminate this Agreement without further liability by School to User.

User shall have ten (10) days to accept or not accept a School offer of alternative premises. (b) Should User not accept such offer of alternative premises within 10 days, this Agreement shall immediately terminate without further liability by School to User.

**21.0 Termination:** Either party may terminate this Agreement with thirty (30) days prior written notice to the other party. In addition, and anything to the contrary notwithstanding, School may terminate this Agreement immediately for cause with notice to User. For the avoidance of doubt, “cause,” as used in this paragraph 5, shall include, but not be limited to, User’s material failure to perform or to comply with any term or condition of this Agreement, which failure shall not have been cured within a reasonable time, but not later than five (5) days following School’s notice to User of said failure. Notwithstanding anything to the contrary contained in this Agreement, User hereby acknowledges and agrees that a School termination for cause shall not excuse User’s obligation to make any payment due pursuant to this Agreement.

21.0 Notices: All notices by the parties to each other hereunder shall be in writing, addressed as follows:

If to School: Sippican School  
16 Spring Street  
Marion, MA 02738

with simultaneous copies to: Superintendent's Office  
135 Marion Road  
Mattapoisett, MA 02739

and

If to User: Bonnie A. Morrison  
DBA Countryside Child Care Center  
565 Rounseville Road  
Rochester, MA 02770

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date first set forth hereinabove.

SCHOOL Lessor

Countryside Child Care Center, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title:

Title: \_\_\_\_\_

**AGREEMENT BETWEEN THE MARION SCHOOL COMMITTEE  
AND THE  
SOUTHCOAST YMCA  
2023-2024**

- I The Marion School Committee agrees to allow the Southcoast YMCA (YMCA) the use of four (4) rooms at the Sippican School for the charge of \$14,400 per annum.
- II This agreement will be in effect from September 1, 2023 to June 30, 2024 and will be renewable annually upon mutual agreement and desire of both parties.
- III The YMCA agrees to the following:

**TELEPHONES**

- 1. Any telephones installed and/or maintained for the exclusive use of YMCA.
- 2. A separate telephone and number not connected to Sippican School lines.
- 3. All telephone expenses.

**FURNITURE**

All furniture, furnishings and supplies will be the responsibility of the YMCA and owned and maintained by them.

**CUSTODIAL SERVICES**

Custodial services shall be provided by the Sippican custodial staff.

**RENTAL FEE**

YMCA shall make payments in accordance with the following schedule:

The amount of \$1,440 payable by the first of every month beginning September 1, 2023 ending with a final payment of \$1,440 due June 1, 2024

Marion Public Schools  
c/o Superintendent of Schools  
135 Marion Road  
Mattapoisett, MA 02739

**KEYS AND RESPONSIBILITY for SECURITY**

YMCA will be assigned keys to the classrooms to be occupied through the Sippican School Principal's Office.

Parking and Facilities: User may have access to School's parking lot.

Compliance with School Policies: User shall ensure that its employees, agents, contractors, licensees, guests, and invitees comply with all applicable School rules, regulations, and policies, and with directions of School staff.

User and its employees, agents, contractors, licensees, guests and invitees shall not injure, damage, mar or deface the Facilities, its appurtenances and any equipment contained therein. Neither shall User cause or permit anything to be done whereby said premises, appurtenances and equipment shall in any way be injured, damaged, marred or defaced, and will not drive or permit to be driven, nails, hooks, tacks or screws into any part thereof and will not make or allow to be made any alterations of any kind therein.

Unless specifically called for herein, User agrees that it and its employees, agents and contractors will not use School's equipment, tools, or furnishings located in or about described Facilities, without first seeking and receiving the written approval of School. School does not guarantee the operation of any of its equipment and shall not be liable for any loss sustained by User or its employees, agents, contractors, licensees, guests or invitees by reason of any breakdown of equipment during the permitted Use.

User and its employees, agents and contractors shall not use any flammable materials, including decorations, displays, drapings, or similar items in the Facilities, without School's prior written approval.

The Facilities are designated as non-smoking at all times. User shall be responsible for reimbursement to the School for any damage caused by smoking.

User agrees that its advertising and publicity shall not conflict with the School's advertising policy. Users shall submit its advertising plans, if any, including sponsorships to the School for review prior to publicizing of any of its activities hereunder.

Indemnification. User agrees to defend, indemnify, and hold harmless School, its successors and permitted assigns, and their respective employees and agents to the fullest extent permitted by law from and against any and all claims or demands whatsoever, including associated costs, expenses, and reasonable attorneys' fees incurred on account thereof, that may be asserted by User's employees, employees of User's subcontractors or agents, or any other persons for loss, damage, death, or injury to persons or property arising in any manner out of or incident to User's utilization of School facilities and/or User's performance or nonperformance of this Agreement.

Insurance: In addition to Workers Compensation and other statutorily required coverage, User agrees to obtain and maintain at its own cost and expense broad form General Liability insurance with a limit of not less than Two Million (\$2,000,000) Dollars covering personal injury, death and property damage, covering all of activities of User and its employees, agents, contractors, licensees, guests and invitees at School's premises. Such policies of insurance shall be maintained with insurance companies authorized to do business in the Commonwealth of Massachusetts and provide that they may not be canceled except upon 30 days prior written notice to School. User shall, at the time of the execution of this Agreement, furnish School with a certificate of insurance and coverage rider evidencing such coverage, and naming School as an additional insured with respect to its liability coverage. The insurance required hereby shall not be deemed to limit User's obligations to indemnify School under this Agreement.

Violation: If in School's reasonable opinion, at any time User's employees, agents, contractors, licensees, guests or invitees violates an applicable School rule or regulation (including, but not limited to restrictions against the use of drugs and alcohol), or the ordinance or law of the town, the Commonwealth of Massachusetts or the United States of America, User shall direct the offender to cease and desist from continuing such illegal or improper use. Notwithstanding anything to the contrary contained in this Agreement, School expressly reserves its right at any time upon prior notice to User (except in emergencies), to cause the removal of any of User's employees, agents, contractors, licensees, guests or invitees, who in the reasonable discretion of School has engaged or is engaging in undesirable, disruptive or hazardous behavior.

Non-assignment: User shall not assign or transfer this Facilities Use Agreement or allow any other entity to use any portion of the subject Facilities hereunder without the prior written consent of School.

Entire Agreement: This Facilities Use Agreement, together with any exhibits or addenda annexed hereto, is the sole and complete expression of the parties' intent with respect to the subject matter hereof. This Agreement may be amended or modified only by a writing countersigned by authorized representatives of each party.

Inspection: User agrees that School's authorized representatives may enter upon the licensed Facilities at all reasonable times to make inspection and perform necessary work or to ensure conformity with this Facilities Use Agreement.

Termination: Either party may terminate this Agreement with thirty (30) days prior written notice to the other party. In addition, and anything to the contrary notwithstanding, School may terminate this Agreement immediately for cause with notice to User. For the avoidance of doubt, "cause," as used in this paragraph 5, shall include, but not be limited to, User's material failure to perform or to comply with any term or condition of this Agreement, which failure shall not have been cured within a reasonable time, but not later than five (5) days following School's notice to User of said failure. Notwithstanding anything to the contrary contained in this Agreement, User hereby acknowledges and agrees that a School termination for cause shall not excuse User's obligation to make any payment due pursuant to this Agreement.

This agreement is understood, signed and dated as follows:

On behalf of the Marion School Committee:

\_\_\_\_\_ Date: \_\_\_\_\_

On behalf of the Southcoast YMCA:

\_\_\_\_\_ Date: \_\_\_\_\_



**OLD ROCHESTER REGIONAL SCHOOL DISTRICT  
MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55**

Marion - Mattapoisett - Rochester  
135 Marion Road  
Mattapoisett, MA 02739

[www.oldrochester.org](http://www.oldrochester.org)

Phone: 508-758-2772  
Fax: 508-758-2802

**Michael S. Nelson, M.Ed.**  
Superintendent of Schools

**Sharlene Fedorowicz, Ed.D.**  
Assistant Superintendent of Teaching & Learning

**Howard Barber, CPA, MCPPO**  
Assistant Superintendent of Finance & Operations

**Craig J. Davidson, M.Ed.**  
Director of Student Services

# Memo

To: School Committee Members of Marion Public Schools

From: Howard G. Barber, Assistant Superintendent of Finance & Operations

Cc: Michael S. Nelson, Superintendent of Schools

Date: June 13, 2023

Re: Motion - Rental of classroom space

## Motion 1:

To approve the Memorandum of Agreement between the Marion School Committee and the Southcoast YMCA for the rental of classroom space at the Sippican School for the Fiscal Year ending June 30, 2024.

## Motion 2:

To approve the Memorandum of Agreement between the Marion School Committee and the Bonnie A. Morrison, Countryside Child Care Center, Inc. for the rental of classroom space at the Sippican School for the Fiscal Year ending June 30, 2024.

Shutterfly, LLC

Customer #: 0000115224

Check Date: 05/22/23

Check #: 134341

Invoice#	PO#	Invoice Date	Gross Amount	Discount Amount	Net Amount Paid
RI 312647 UOP		05/19/23	\$2,055.60	\$0.00	\$2,055.60
Thank you for allowing us to photograph your students.					
Please find enclosed your Lifetouch commission check.					
TOTALS:			\$2,055.60	\$0.00	\$2,055.60

Shutterfly

Shutterfly, LLC

Shutterfly, LLC

10 Almaden Blvd, Suite 900  
San Jose CA 95113Wells Fargo  
56-382/412

Date

05/22/2023

Number

134341

\$2,055.60

Amount

\*\*\*\*\*2,055.60

PAY EXACTLY

TWO THOUSAND FIFTY-FIVE and 60/100 Dollars

PAY  
TO THE  
ORDER  
OFSippican Elementary School  
16 Spring Street  
Marion MA 02738-1519

⑈0000134341⑈ ⑆041203824⑆ 9622001213⑈

▲ Detach at Perforation Before Depositing Check ▲

May 2, 2023

SIPPICAN ELEMENTARY SCHOOL  
16 SPRING ST  
MARION, MA 02738

**THE STATE OF MASSACHUSETTS REQUIRES US TO NOTIFY YOU THAT YOUR UNCLAIMED PROPERTY MAY BE TRANSFERRED TO THE STATE IF YOU DO NOT CONTACT US.**

Dear SIPPICAN ELEMENTARY SCHOOL,


Our records indicate that the check referenced below was issued to you and has not been cashed.

**As the owner, you must respond within 30 days from the date of this letter.** If response is not received by the deadline, this property will be reported and remitted to Massachusetts. After property has been reported and remitted, claims must be directed to Massachusetts's Unclaimed Property Division. **There are no fees to you for this service. This is not a bill.**

Serial Number:	Transaction Date:	Amount:
3405406	12/3/2019	2055.60

**SIGN AND RETURN THIS ENTIRE NOTICE** to the address, email or fax listed below:

Shutterfly Lifetouch LLC  
Attn: Jeri Lemke Accounts Payable  
11000 Viking DR, Eden Prairie, MN 55344  
Email: ap@lifetouch.com  
Phone: (952) 826-4975 option 1, then 2, Fax: (952) 826-4982

Signed: 		Date: 5/10/2023	
Print Payee Name: Suppican Elementary School			
Street Address: 16 Spring St			
City: Marion	State: MA	Zip: 02738	Telephone: 508-748-0100

\*\*\*For proof of ownership, please provide a Copy of government issued ID (Driver's License, Military ID, State Issued ID) **OR** If claiming on behalf of a business, please provide company FEIN 046 001 211

- ☒ Please reissue the check to the same address listed above  
☐ Please reissue the check to the new address provided below:

Note 1: California claimants, this notice is being sent because there has been no customer activity in the past 2 years.

Note 2: North Carolina claimants, if satisfactory proof of claim is not presented by the owner to Shutterfly Lifetouch LLC by April 1st of the current year, for life insurance property, or October 1st of the current year for non-life insurance property, the property will be placed in the custody of North Carolina's Treasurer, to whom all further claims shall be directed. Please do not contact the state until after January 1st for non-



## **June 2023 Sippican Book Donations**

From Volunteers at Sippican Elementary (VASE):

*Fantastic Bureau of Imagination* by Brad Montague

From Marion Teachers Association:

*Giant Island* by Jane Yolen

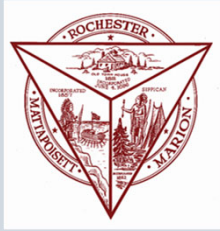
From Marion School Sunshine Committee:

*When Things Aren't Going Right, Go Left* by Marc Colagiovanni

From Marla Sioris and Peter Crisafulli:

*Wonder Walkers* by Micha Archer

*Whoo Hoo! You're Doing Great!* by Sandra Boynton



# Core Literacy Program Curriculum Review

SHARI FEDOROWICZ, PH.D.  
ASSISTANT SUPERINTENDENT OF TEACHING & LEARNING

DEREK MEDEIROS, PRINCIPAL, RMS

CHARLEY WEST, ASSISTANT PRINCIPAL, RMS

JUNE 2023

## Core Literacy Program Curriculum Review Timeline

### Fall 2022

- DESE Approved Partnership with HILL for Literacy to conduct a K-6 Literacy Needs Assessment in all three elementary districts
  - *Marion, Mattapoisett, Rochester*

### Winter 2022/2023

- Results of Needs Assessment to District Leadership Team (DLT), teachers, and School Committees

### Winter 2023

- Development of Literacy Action Plan draft by DLT from Needs Assessment
- Action Items for Phase II with the HILL:
  - *DESE Approved Early Literacy Screener*
  - *DESE Approved New Core Literacy Program Curriculum*
- Grant Applications to Support Literacy:
  - *FC 586 Early Literacy Screener \$5,076*
  - *FC730 Accelerating Literacy Learning through High Quality Instructional Materials \$162,000*

## Core Literacy Program Curriculum Review Timeline

**February 2023**

- DLT met to finalize program curriculum for review and Early Screener
  - Three Core Program Curricula selected from DESE Curate list that follow the Science of Reading
- Invitation for all teachers to voluntarily participate in Core Literacy Review

Educator Role	Number of Participants
<b>Early Elementary: PreK-3 (GenEd/SPED)</b>	<b>13</b>
<b>Upper Elementary: 4 - 6 (GenEd/SPED)</b>	<b>12</b>
<b>Reading Specialists/Interventionists</b>	<b>7</b>
<b>ELL Teacher</b>	<b>1</b>
<b>S/L Pathologist</b>	<b>1</b>
<b>Administrators</b>	<b>6</b>
<b>TOTAL</b>	<b>40</b>

## Core Literacy Program Curriculum Review Process

### Comprehensive and Thorough Process:

- Quantitative Data Collection and Analysis
  - Comprehensive Rubric from HILL for Literacy
  - Final Survey Vote
- Qualitative Data Collection and Analysis
  - Months of collaborative team work
  - Publishers sent K-6 samples and access to digital components
  - Teachers reviewed and used program curriculum
  - Publisher demonstrations
  - Publisher panels, roundtables, and Q & A
  - Teachers met collaboratively after every round for input, feedback and discussion
  - Final round discussions

## Core Literacy Program Curriculum Review Timeline

March 2023



- Vertical Core Literacy Review Team meets
- Round 1:** CKLA (*Amplify*) Reviewed

April 2023



- Round 2:** IntoReading (*Houghton Mifflin Harcourt*) Reviewed

May 2023

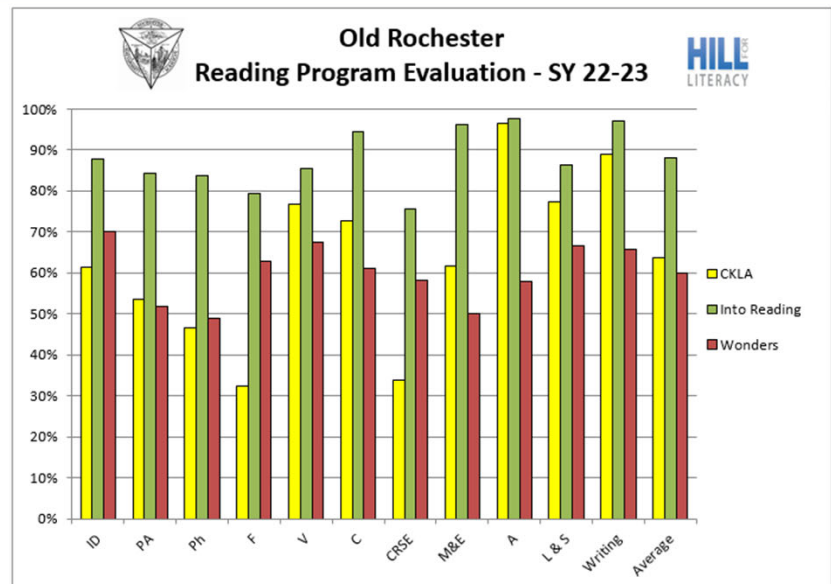


- Round 3:** Wonders (*McGraw-Hill Education*) Reviewed

June 2023

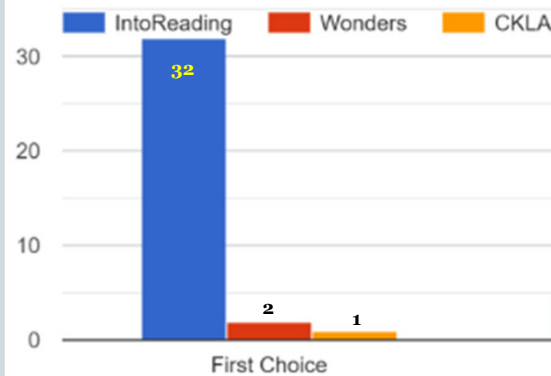
- Review of quantitative and qualitative data by team
- Final discussion rounds
- Final vote
- Grants awarded for both Early Screener and Core Literacy Program Curriculum

Overall Totals			
Section	CKLA	Into Reading	Wonders
ID	61%	88%	70%
PA	54%	84%	52%
Ph	47%	84%	49%
F	32%	79%	63%
V	77%	85%	67%
C	73%	94%	61%
CRSE	34%	76%	58%
M&E	62%	96%	50%
A	97%	98%	58%
L & S	77%	86%	67%
Writing	89%	97%	66%
Average	64%	88%	60%



## K-6 Teachers Vote for Core Literacy Program Curriculum

Rank the 3 Core ELA Programs:



## MA Districts using IntoReading

- Ashburnham Westminster Reg School District
- Attleboro Public School District
- Berlin-Boylston Reg School District
- Fitchburg Public Schools
- Franklin Public School District
- Hingham Public School District
- Lunenburg School District
- Marlborough Public Schools
- Narragansett Reg School District
- New Bedford Public School District
- Norwell School District
- Oxford Public Schools
- Peabody Public School District
- Quabbin Regional School District
- Southwick-Tolland-Granville School District
- Tyngsborough Public Schools
- West Springfield Public Schools
- Westfield Public School District
- Whitman-Hanson Regional School District

## Core Literacy Program Curriculum Review Process

### Early Literacy Screener Selected by DLT: DIBELS 8th Edition

- DIBELS 8th Edition is highly rated
- “Meets Expectations” of all DESE's required criteria in an Early Literacy Screener
- Includes Dyslexia screening (Rapid Automatized Naming “RAN” score)



## Impact Across the District in the Review Process

- Educator input, voice and buy-in
- Comprehensive evaluation of multiple literacy program curriculum
- Data Analysis
- Follows Science of Reading
- Collaborative teaming
  - Vertically
  - Horizontally
  - United decision across all 3 schools!
- Reviewed and approved by Instructional Council
- Grants to support Literacy and Assessment implementation
- Support learning needs of all students

## Next Steps

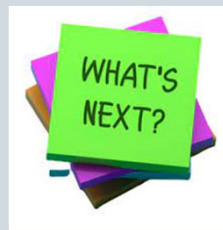


### Prior to Summer 2023:

- Purchase Core Literacy Program Curriculum
- Plan PD introduction before summer

### 2023-2024 School Year:

- Work with IntoReading trainers and HILL for PD
  - Rollout, Implementation and Supports
  - Science of Reading
  - DIBELS assessments



## Thank You!



**District Leadership Team**  
**Volunteer Core Literacy Team**  
**Administrators**  
**Superintendent**  
**School Committee**  
**HILL for Literacy**

# Sippican School Library

June 2023

From: Jessica Barrett, Library Teacher  
To: Marla Sirois, Principal, and the Marion School Committee  
Date: May 30, 2023  
Re: Materials Being Withdrawn from the Sippican School Library

Marla,

Please find attached a list of materials being withdrawn from the library's collection. Most titles being removed were in advanced stages of disrepair or were significantly out-of-date.

Please note the following statistics:

- **18,053** - Number of items in our library collection
- **18,273** - Number of items checked out this school year (3,002 more than last year!)
- **2002** - The average year of publication for our collection
- **609** - The number of titles added to our collection this school year
- **145** - The number of titles being weeded this year
- **68** - The number of times that *Dog Man: Grime and Punishment* by Dav Pilkey was checked out (our top circulated title this year!)

If you have any questions or would like further clarification, please let me know. It is a pleasure to teach at Sippican School!

Sincerely,

Jessica C. Barrett

Sippican School Library Teacher  
[jessicabarrett@oldrochester.org](mailto:jessicabarrett@oldrochester.org)  
[www.sippicanlibrary.com](http://www.sippicanlibrary.com)

Follow me:



## Library Discards - June 2023



2023-05-30 at 2:36 PM -- Alexandria Librarian 22.12 -- Barrett, Jessica

Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
<b>Shelving :</b>				
<b>Discarded from inventory</b>	29031	Sep 30, 2022	9.99	0.00/0.00
FIC PIL - The adventures of Captain Underpants	SIPP			
0590846280	Weeded			
<b>Discarded from inventory</b>	15212	Jun 17, 2022	20.00	0.00/0.00
785 COM - All about the symphony orchestra and...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	16390	Jun 22, 2022	7.00	0.00/0.00
959.7 ASH - Always to remember	SIPP			
0396090893	Weeded			
<b>Discarded from inventory</b>	16583	Jun 22, 2022	9.72	0.00/0.00
973.08 BIA - Amish home	SIPP			
0395595045	Weeded			
<b>Discarded from inventory</b>	22964	Feb 8, 2023	20.00	0.00/0.00
PROF PB K - Among schoolchildren	SIPP			
0380710897	Weeded			
<b>Discarded from inventory</b>	15215	Jun 17, 2022	7.98	0.00/0.00
785 PRE - Andre Previn's guide to the orchestra	SIPP			
0399128654	Weeded			
<b>Discarded from inventory</b>	31968	Nov 17, 2022	4.99	0.00/0.00
PB FIC KRU - Anyone but me	SIPP			
0439774810	Damaged			
<b>Discarded from inventory</b>	22267	Jun 28, 2022	3.50	0.00/0.00
974.4 GIA - Around Cape Cod with Cap'n Goody in...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	22268	Jun 28, 2022	3.50	0.00/0.00
974.4 GIA - Around Cape Cod with Cap'n Goody in...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	22415	Jun 28, 2022	1.50	0.00/0.00
PB 974.4 GIA - Around Cape Cod with Cap'n Goo...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	14977	Jun 17, 2022	20.00	0.00/0.00
709.73 GLU - The art of colonial America	SIPP			
	Weeded			
<b>Discarded from inventory</b>	171962	Aug 29, 2022	8.07	0.00/0.00
E B - Arthur's teacher trouble	SIPP			
0316112445	Weeded			
<b>Discarded from inventory</b>	31525	Sep 15, 2022	16.99	0.00/0.00
COM 292 OCO - Athena	SIPP			
9781596436497	Weeded			
<b>Discarded from inventory</b>	21957	Jun 16, 2022	4.98	0.00/0.00
792.8 KLE - Baryshnikov's Nutcracker	SIPP			
0399128875	Weeded			
<b>Discarded from inventory</b>	36638	Oct 21, 2022	21.99	0.00/0.00
COM HAL - Best friends	SIPP			
9781250317452	Damaged			
<b>Discarded from inventory</b>	24179	Jun 17, 2022	5.95	0.00/0.00
745.5 LYN - The big book of cool crafts	SIPP			
1575054094	Weeded			
<b>Discarded from inventory</b>	186687	Jun 16, 2022	8.97	0.00/0.00
E S - Big pumpkin	SIPP			

2023-05-30 at 2:36 PM -- Alexandria Librarian 22.12 -- Barrett, Jessica

Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
002782683X	Weeded			
<b>Discarded from inventory</b>	10516Y	Nov 28, 2022	7.00	0.00/0.00
SCI DEW - Black suits from outer space	SIPP			
0399212612	Weeded			
<b>Discarded from inventory</b>	23633	Jun 10, 2022	20.00	0.00/0.00
369.46 GIR - Brownie girl scout handbook	SIPP			
0884412792	Weeded			
<b>Discarded from inventory</b>	24628	Jun 28, 2022	17.18	0.00/0.00
973.7 SIN - Charley Waters goes to Gettysburg	SIPP			
0761315675	Weeded			
<b>Discarded from inventory</b>	16349	Jun 22, 2022	10.17	0.00/0.00
951.95 MCM - Chi-hoon	SIPP			
1563970260	Weeded			
<b>Discarded from inventory</b>	22548	Jun 16, 2022	7.77	0.00/0.00
E 391.2 LUB - Christmas gift-bringers	SIPP			
0688070191	Weeded			
<b>Discarded from inventory</b>	37401	Feb 17, 2023	24.99	0.00/0.00
641.5 DK - Complete children's cookbook	SIPP			
9781465435460	Damaged			
<b>Discarded from inventory</b>	16876	Jun 28, 2022	14.92	0.00/0.00
978 MAR - Cowboys, Indians, and gunfighters	SIPP			
0689317743	Weeded			
<b>Discarded from inventory</b>	93020	Mar 3, 2023	4.95	0.00/0.00
Cricket MAG May/June 2017 - Cricket Magazine [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93022	Mar 3, 2023	4.95	0.00/0.00
Cricket MAG Sep 2017 - Cricket Magazine [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93023	Mar 3, 2023	4.95	0.00/0.00
Cricket MAG Oct 2017 - Cricket Magazine [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93024	Mar 3, 2023	4.95	0.00/0.00
Cricket MAG Nov/Dec 2017 - Cricket Magazine [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93070	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG March 2018 - Cricket Magazine [2018]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93073	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG July/Aug 2018 - Cricket Magazine ...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93074	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG Sep 2018 - Cricket Magazine [2018]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93075	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG Oct 2018 - Cricket Magazine [2018]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93076	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG Nov/Dec 2018 - Cricket Magazine ...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93108	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG JAN 2019 - Cricket Magazine [2019]	SIPP			

2023-05-30 at 2:36 PM -- Alexandria Librarian 22.12 -- Barrett, Jessica

Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
	Weeded			
<b>Discarded from inventory</b>	93109	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG FEB 2019 - Cricket Magazine [2019]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93110	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG MAR 2019 - Cricket Magazine [2019]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93111	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG APR 2019 - Cricket Magazine [2019]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93113	Mar 3, 2023	6.95	0.00/0.00
CRICKET MAG JULY/AUG 2019 - Cricket Magazin...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	16668	Jun 28, 2022	5.56	0.00/0.00
973.7 HAS - The day Fort Sumter was fired on	SIPP			
0590463977	Weeded			
<b>Discarded from inventory</b>	165662	Jun 22, 2022	4.98	0.00/0.00
973 JAC - Disney's America on parade	SIPP			
0810905108	Weeded			
<b>Discarded from inventory</b>	10714Y	Sep 22, 2022	7.00	0.00/0.00
SCA HAH - The doll in the garden	SIPP			
0899198481	Weeded			
<b>Discarded from inventory</b>	36957	Dec 23, 2022	16.99	0.00/0.00
E W - Don't let the pigeon drive the bus	SIPP			
078681988X	Damaged			
<b>Discarded from inventory</b>	16473	Jun 22, 2022	12.90	0.00/0.00
970.1 LEO - Explorers of the Americas before Col...	SIPP			
0531106675	Weeded			
<b>Discarded from inventory</b>	19225	Jun 13, 2022	20.00	0.00/0.00
E M - Father Bear comes home	SIPP			
	Weeded			
<b>Discarded from inventory</b>	35040	Oct 5, 2022	9.95	0.00/0.00
E 796.332 BOR - Football	SIPP			
9781629706894	Damaged			
<b>Lost Copies (1)</b>	15133	Jun 17, 2022	4.17	0.00/0.00
746.42 GRY - Friendship bracelets	SIPP			
0688124372	Weeded			
<b>Discarded from inventory</b>	25362	Jun 10, 2022	15.99	0.00/0.00
E L - Froggy eats out	SIPP			
0670896861	Weeded			
<b>Discarded from inventory</b>	13287	Jun 10, 2022	1.98	0.00/0.00
428.1 HIL - Great gorilla grins	SIPP			
0316362352	Weeded			
<b>Discarded from inventory</b>	16100T	Jun 22, 2022	11.66	0.00/0.00
951 FIS - The Great Wall of China	SIPP			
002735220X	Weeded			
<b>Discarded from inventory</b>	14719	Aug 29, 2022	8.67	0.00/0.00
634.9 VOG - The great Yellowstone fire	SIPP			
0316905224	Weeded			
<b>Discarded from inventory</b>	268879	Sep 13, 2022	16.95	0.00/0.00
FAN COL - Gregor the Overlander	SIPP			

2023-05-30 at 2:36 PM -- Alexandria Librarian 22.12 -- Barrett, Jessica

Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
0439435366	Weeded			
<b>Emery, Jacob David (1100723)</b>	36089	Mar 3, 2023	28.95	0.00/0.00
032 GUI - Guinness World Records 2015	SIPP			
9781908843630	Weeded			
<b>Discarded from inventory</b>	21582	Jun 16, 2022	3.95	0.00/0.00
E PB M - A Halloween mask for Monster	SIPP			
0140508791	Weeded			
<b>Discarded from inventory</b>	24852	Jun 17, 2022	14.41	0.00/0.00
613.7 TRI - I can't believe it's yoga for kids!	SIPP			
1578260442	Damaged			
<b>Burgos, Nadia Ray (1101051)</b>	35346	Mar 15, 2023	17.99	0.00/0.00
E N - If you give a mouse a brownie	SIPP			
9780060275716	Damaged			
<b>Discarded from inventory</b>	16458	Jun 22, 2022	8.07	0.00/0.00
970.004 YUE - The igloo	SIPP			
0395446139	Weeded			
<b>Discarded from inventory</b>	26210W	Mar 2, 2023	4.95	0.00/0.00
PB 92 SCU - In the goal with--- Briana Scurry	SIPP			
0316135070	Weeded			
<b>Discarded from inventory</b>	172592	Oct 6, 2022	8.37	0.00/0.00
E B - In the haunted house	SIPP			
0395515890	Weeded			
<b>Discarded from inventory</b>	24363	Dec 2, 2022	1.98	0.00/0.00
PB SCI HUG - Invitation to the game	SIPP			
0671866923	Weeded			
<b>Discarded from inventory</b>	21429	Dec 15, 2022	19.95	0.00/0.00
E B - Jan Brett's Christmas treasury.	SIPP			
0399236481	Weeded			
<b>Discarded from inventory</b>	16562	Jun 22, 2022	10.36	0.00/0.00
973 GOR - Kids learn America!	SIPP			
0913589586	Weeded			
<b>Discarded from inventory</b>	24164	Aug 29, 2022	13.56	0.00/0.00
709.2 HER - Leonardo da Vinci for kids	SIPP			
1556522983	Weeded			
<b>Discarded from inventory</b>	14949	Jun 17, 2022	7.00	0.00/0.00
690.1 GIB - Let there be light	SIPP			
0690046936	Weeded			
<b>Discarded from inventory</b>	11530V	Sep 13, 2022	9.06	0.00/0.00
SCA WRI - A little fear	SIPP			
0689502915	Weeded			
<b>Discarded from inventory</b>	20108W	Oct 3, 2022	10.37	0.00/0.00
E 621.3 COL - The magic school bus and the elect...	SIPP			
0590446827	Weeded			
<b>Discarded from inventory</b>	16443	Jun 22, 2022	11.67	0.00/0.00
969.9 LOR - Metropolis	SIPP			
0810942844	Weeded			
<b>Discarded from inventory</b>	28187	Sep 9, 2022	4.99	0.00/0.00
SCA STI - Monster blood II	SIPP			
043966988X	Weeded			
<b>Discarded from inventory</b>	14884	Jun 17, 2022	6.15	0.00/0.00
641.59 HEN - Native American cookbook	SIPP			

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Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
0671418963	Weeded			
<b>Discarded from inventory</b>	22571	Jun 16, 2022	3.95	0.00/0.00
PB 781.7 LAS - Las Navidades	SIPP			
0590435485	Weeded			
<b>Discarded from inventory</b>	23043	Jun 17, 2022	5.98	0.00/0.00
708.153 THO - The nine-ton cat	SIPP			
0395826551	Weeded			
<b>Discarded from inventory</b>	31664	Nov 17, 2022	3.99	0.00/0.00
PB FIC KRU - Oh, baby	SIPP			
0448427044	Damaged			
<b>Discarded from inventory</b>	32752	Sep 27, 2022	16.99	0.00/0.00
NEWBERY FAN APP - The one and only Ivan	SIPP			
9780061992254	Weeded			
<b>Discarded from inventory</b>	16545	Jun 22, 2022	9.57	0.00/0.00
972.87 STG - Panama canal	SIPP			
0399216375	Weeded			
<b>Hermenegildo, Preston James (1100974)</b>	36788	Jan 30, 2023	5.99	0.00/0.00
E COM CLA - Peanut Butter and Jelly	SIPP			
9780735262454	Damaged			
<b>Discarded from inventory</b>	22276	Jun 28, 2022	3.50	0.00/0.00
974.4 GIA - The picture story of Cape Cod	SIPP			
	Weeded			
<b>Discarded from inventory</b>	15123	Jun 17, 2022	11.02	0.00/0.00
745.594 ANC - The pinata maker	SIPP			
0152618759	Weeded			
<b>Discarded from inventory</b>	10814Z	Nov 7, 2022	9.10	0.00/0.00
FIC HOW - Pinky and Rex and the double-dad we...	SIPP			
0689318715	Weeded			
<b>Discarded from inventory</b>	17034	Jun 16, 2022	5.95	0.00/0.00
E A - Popcorn	SIPP			
0819310026	Weeded			
<b>Discarded from inventory</b>	16908	Jun 28, 2022	8.64	0.00/0.00
979 YUE - The Pueblo	SIPP			
0395383501	Weeded			
<b>Discarded from inventory</b>	11086	Nov 7, 2022	7.99	0.00/0.00
FIC MAR - Rats on the range and other stories	SIPP			
0803713843	Weeded			
<b>Discarded from inventory</b>	11087	Nov 7, 2022	8.42	0.00/0.00
FIC MAR - Rats on the roof and other stories	SIPP			
	Weeded			
<b>Discarded from inventory</b>	11088	Nov 7, 2022	10.31	0.00/0.00
FIC MAR - Rats on the roof and other stories	SIPP			
	Weeded			
<b>Discarded from inventory</b>	34594	Jan 3, 2023	20.99	0.00/0.00
COM JAM - Roller girl / by Victoria Jamieson	SIPP			
9780525429678	Damaged			
<b>Discarded from inventory</b>	32409	Jun 22, 2022	16.95	0.00/0.00
E W - Scaredy squirrel has a birthday party	SIPP			
9781554534685	Damaged			
<b>Discarded from inventory</b>	11529	Sep 13, 2022	9.30	0.00/0.00
SCA WRI - The scariest night	SIPP			

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Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
082340904X	Weeded			
<b>Discarded from inventory</b>	32419	Sep 13, 2022	24.99	0.00/0.00
COM THO - Scary Godmother	SIPP			
9781595825896	Weeded			
<b>Discarded from inventory</b>	14957	Jun 17, 2022	20.00	0.00/0.00
700 ISA - A short walk around the Pyramids & thr...	SIPP			
0679815236	Weeded			
<b>Discarded from inventory</b>	16811	Jun 28, 2022	20.00	0.00/0.00
975.5 PET - The silver mace	SIPP			
	Weeded			
<b>Discarded from inventory</b>	14953	Jun 17, 2022	10.37	0.00/0.00
693.2 ROU - Sod houses on the Great Plains	SIPP			
0823411621	Weeded			
<b>Discarded from inventory</b>	31780	Dec 9, 2022	35.00	0.00/0.00
796.02 SPO - The sports book	SIPP			
9780756631956	Weeded			
<b>Discarded from inventory</b>	92938	Jan 11, 2023	3.00	0.00/0.00
MAG SPO March 2016 - Sports Illustrated for Kids...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92939	Jan 11, 2023	3.00	0.00/0.00
MAG SPO April 2016 - Sports Illustrated for Kids [...]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92940	Jan 11, 2023	3.00	0.00/0.00
MAG SPO May 2016 - Sports Illustrated for Kids [2016]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92941	Jan 11, 2023	3.00	0.00/0.00
MAG SPO June 2016 - Sports Illustrated for Kids ...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92943	Jan 11, 2023	3.00	0.00/0.00
MAG SPO Aug 2016 - Sports Illustrated for Kids [2016]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92944	Jan 11, 2023	3.00	0.00/0.00
MAG SPO Sep 2016 - Sports Illustrated for Kids [2016]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92945	Jan 11, 2023	3.00	0.00/0.00
MAG SPO Oct 2016 - Sports Illustrated for Kids [2016]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92946	Jan 11, 2023	3.00	0.00/0.00
MAG SPO Nov 2016 - Sports Illustrated for Kids [2016]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92947	Jan 11, 2023	3.00	0.00/0.00
MAG SPO Dec 2016 - Sports Illustrated for Kids [2016]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92948	Jan 11, 2023	3.00	0.00/0.00
MAG SPO JAN/FEB 2017 - Sports Illustrated for K...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92989	Jan 11, 2023	4.99	0.00/0.00
MAG SPO April 2017 - Sports Illustrated for Kids [...]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92990	Jan 11, 2023	4.99	0.00/0.00
MAG SPO May2017 - Sports Illustrated for Kids [2017]	SIPP			

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Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
	Weeded			
<b>Discarded from inventory</b>	92991	Jan 11, 2023	4.99	0.00/0.00
MAG SPO June 2017 - Sports Illustrated for Kids ...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92992	Jan 11, 2023	4.99	0.00/0.00
MAG SPO July 2017 - Sports Illustrated for Kids [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92995	Jan 11, 2023	4.99	0.00/0.00
MAG SPO Oct 2017 - Sports Illustrated for Kids [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	92996	Jan 11, 2023	4.99	0.00/0.00
MAG SPO Nov 2017 - Sports Illustrated for Kids [2017]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93035	Jan 11, 2023	4.99	0.00/0.00
MAG SPO April 2018 - Sports Illustrated for Kids [...]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93039	Jan 11, 2023	4.99	0.00/0.00
MAG SPO August 2018 - Sports Illustrated for Kid...	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93041	May 16, 2023	4.99	0.00/0.00
MAG SPO Oct 2018 - Sports Illustrated for Kids [2018]	SIPP			
	Damaged			
<b>Discarded from inventory</b>	93042	Jan 11, 2023	4.99	0.00/0.00
MAG SPO Nov 2018 - Sports Illustrated for Kids [2018]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93118	Jan 11, 2023	4.99	0.00/0.00
MAG SPO DEC 2018 - Sports Illustrated for Kids [...]	SIPP			
	Weeded			
<b>Discarded from inventory</b>	93133	Feb 7, 2023	6.00	0.00/0.00
MAG SPO SEP 2020 - Sports Illustrated for Kids [...]	SIPP			
	Damaged			
<b>Discarded from inventory</b>	35531	Sep 23, 2022	10.99	0.00/0.00
COM BAB - The truth about Stacey	SIPP			
9780545813891	Damaged			
<b>Discarded from inventory</b>	36365	Mar 20, 2023	23.95	0.00/0.00
YA COM 920 GIL - Uncelebrated narratives from B...	SIPP			
9781938486296	Damaged			
<b>Discarded from inventory</b>	16687	Jun 28, 2022	12.97	0.00/0.00
973.73 MAR - Unconditional surrender	SIPP			
0689318375	Weeded			
<b>Discarded from inventory</b>	22812	Nov 7, 2022	10.50	0.00/0.00
974.4 LUN - The Wampanoag Indians	SIPP			
0516208985	Weeded			
<b>Discarded from inventory</b>	192875	Jun 13, 2022	4.98	0.00/0.00
E R - Webster and Arnold and the giant box	SIPP			
0803794363	Weeded			
<b>Discarded from inventory</b>	37218	Mar 28, 2023	8.99	0.00/0.00
031.02 NAT - Weird but true	SIPP			
9781426331046	Damaged			
<b>Discarded from inventory</b>	15161	Jun 17, 2022	5.97	0.00/0.00
759.9 MUH - What makes a Bruegel a Bruegel?	SIPP			



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Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
0670852031	Weeded			
<b>Discarded from inventory</b>	16611	Jun 22, 2022	16.95	0.00/0.00
973.3 JAF - Who were the founding fathers?	SIPP			
0805031022	Weeded			
<b>Discarded from inventory</b>	19339	Jun 13, 2022	4.39	0.00/0.00
E L - Would you rather be a bullfrog?	SIPP			
0394831284	Weeded			
<b>Discarded from inventory</b>	35394	Feb 8, 2023	15.99	0.00/0.00
743 TOL - You Can Draw	SIPP			
9781741576108	Damaged			
<b>Discarded from inventory</b>	36483	Sep 15, 2022	15.99	0.00/0.00
743 TOL - You Can Draw	SIPP			
9781741576108	Damaged			
<b>Discarded from inventory</b>	24610	Jun 28, 2022	15.95	0.00/0.00
977.02 TOH - Sodbuster	SIPP			
0822529777	Weeded			
<b>Alexander, Maddox Michael (1101067)</b>	33526	Mar 27, 2023	14.99	0.00/0.00
E 597 HER - Sea Horses	SIPP			
9781600140204	Damaged			
<b>Discarded from inventory</b>	273886	Jun 13, 2022	10.99	0.00/0.00
E C - Well done, Worm!	SIPP			
0763611468	Weeded			
<b>Discarded from inventory</b>	23820	Jun 22, 2022	3.98	0.00/0.00
973.5 SMI - USKids history	SIPP			
0316222062	Weeded			
<b>Discarded from inventory</b>	21892	Jun 22, 2022	20.00	0.00/0.00
951.017 MIL - China's Tang dynasty	SIPP			
0761400745	Weeded			
<b>Discarded from inventory</b>	19212	Jun 13, 2022	6.00	0.00/0.00
E M - Fox at school	SIPP			
0803726759	Weeded			
<b>Discarded from inventory</b>	36792	Oct 14, 2022	9.99	0.00/0.00
E W - We Are In A Book	SIPP			
9781423133087	Weeded			
<b>Discarded from inventory</b>	117681	Jun 22, 2022	27.00	0.00/0.00
942 BLA - England	SIPP			
9780516204710	Weeded			
<b>Discarded from inventory</b>	16866	Jun 28, 2022	10.90	0.00/0.00
978 ALT - Growing up in the Old West	SIPP			
0531107469	Weeded			
<b>Discarded from inventory</b>	26699	Jun 22, 2022	16.95	0.00/0.00
951 SHU - The ancient Chinese	SIPP			
1575725932	Weeded			
<b>Discarded from inventory</b>	19272	Jun 13, 2022	7.77	0.00/0.00
E P - Old enough for magic	SIPP			
0060247312	Weeded			
<b>Discarded from inventory</b>	191964	Jun 13, 2022	2.50	0.00/0.00
E L - Small pig	SIPP			
	Weeded			
<b>Discarded from inventory</b>	25730	Jun 22, 2022	23.70	0.00/0.00
949.72 PAV - Croatia	SIPP			

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Name (Barcode) / Call # - Title / ISBN	Barcode / Site / Reason	Discarded	Cost	Payment / Forgiven
079107210X	Weeded			
<b>Discarded from inventory</b>	25080	Aug 29, 2022	19.95	0.00/0.00
635 HUG - Cool as a cucumber, hot as a pepper	SIPP			
0822528320	Weeded			
<b>Discarded from inventory</b>	14721	Aug 29, 2022	5.97	0.00/0.00
635 FEL - A kid's first book of gardening	SIPP			
0894717502	Weeded			
<b>Discarded from inventory</b>	21632	Jun 13, 2022	2.95	0.00/0.00
E PB R - Deputy Dan gets his man	SIPP			
0394872509	Weeded			
<b>Discarded from inventory</b>	24949	Jun 17, 2022	16.95	0.00/0.00
745.54 BAL - Papier mache	SIPP			
157572328X	Weeded			
<b>Discarded from inventory</b>	36202	Jun 10, 2022	6.99	0.00/0.00
SERIES BOX - Journey on a Runaway Train	SIPP			
9781338257052	Damaged			
<b>Discarded from inventory</b>	34854	Feb 8, 2023	15.00	0.00/0.00
E CD W - Don't Let the Pigeon Drive the Bus	SIPP			
9780545134439	Damaged			
<b>Discarded from inventory</b>	35848	Apr 25, 2023	12.99	0.00/0.00
E 590 PAL - Komodo Dragon vs. King Cobra	SIPP			
9781338206340	Damaged			
<b>Discarded from inventory</b>	37216	Sep 7, 2022	9.99	0.00/0.00
E 590 PAL - Who Would Win? Battle Royale	SIPP			
9781338206777	Damaged			
<b>Discarded from inventory</b>	25082	Jun 22, 2022	17.95	0.00/0.00
948 PIT - The grandchildren of the Vikings	SIPP			
0876148895	Weeded			

Shelving Total: 145

\*\*\* 145 total copies \*\*\*

Total Purchase Cost:	1,456.06
Total Replacement Cost:	1,456.06
Total charged to patrons:	0.00
Total payments made:	0.00



## **Background**

Over a decade ago, the Marion Institute (MI) first launched Grow Education as a “community gardens on school grounds” program. Internally, we refer to this as Grow Education version 1.0. These gardens operated as after-school enrichment programs, and while they garnered great school community interest, they were not maximizing their potential to reach all students with important and durable lessons on food, nutrition, and the environment.

In 2019, Liz Wiley became the Executive Director of the MI and took Grow programming in a more strategic direction. Under her leadership, and with Adam Davenport as the Program Manager, the MI joined the Farm to School Institute and Grow Education Farm-to-School (Grow FTS) programming, version 2.0 was born.

## **Building a Sustainable Grow Farm-to-School Program in Two Years**

The goal of Grow FTS is to incorporate health-building habits into students’ curriculum, cafeteria, and community. Designed for 3<sup>rd</sup> grade students, the MI provides two years of intensive Grow FTS programming to help the program take root permanently within a school community. At its core, Grow FTS covers the plant lifecycle curriculum, with lessons on science, food, nutrition, the environment, and our regional food system also tied in. The MI’s Grow FTS Program Manager (PM) works closely with each school to introduce and execute the programming in year one, and scale up capacity of the program in year two such that Grow FTS is sustainable beyond MI support in years three and beyond.

## **Year One Process**

Once the superintendent, nutrition team, school administrators, and teachers all support introducing Grow FTS programming to a school, the MI collaborates closely to thoughtfully plan the program’s rollout, including securing funding. Following is a summary of year one Grow FTS programming:

- Grow PM oversees the design and build of high quality raised bed gardens that will last a decade or longer and be filled with high quality soil for growing school garden produce.
- Administrators and teachers agree to an optional professional development day for teachers. We have a strong curriculum that can be tailored for each teaching cohort. This is very interactive and gives teachers an opportunity to learn our Thinkific curriculum tool and discuss how the curriculum will be rolled out. Hosted at Round the Bend farm in Dartmouth, teachers have an opportunity for experiential learning themselves. While Grow FTS programming is designed for 3<sup>rd</sup> grade students, teachers of all grades are invited to attend. Of note: We strive for 75% of 3<sup>rd</sup> grade teachers/assistants to attend. Teachers participating in this training have called it “the best PD day I have ever had.”
- Administrators and nutrition team agree to an optional professional development day for school cafeteria staff, which includes hands on training by an expert chef on using local fresh produce in school menus.
- Grow PM provides teachers 20 days of Grow FTS curriculum email content to support programming and to help build teacher knowledge of FTS tenets throughout the school year.
- Throughout the school year, and to support teachers as they introduce Grow FTS curriculum, the Grow PM leads a series of indoor and outdoor classroom lessons including (1) fall planting day, (2) optional “Fall Farm Fair” for the school community, (3) a minimum of one winter presentation, (4) spring planting day, (5) spring “Garden Harvest” day, and (6) optional “Spring Farm Fair.”
- Grow PM maintains regular conversation with teachers and district contacts to tailor programming as necessary, to plan for the second year of sustainability programming, and to discuss expanding Grow FTS to other elementary schools in the district, as appropriate.
- Grow PM works with district partners to identify a plan for how the garden will be managed over the summer. Ideally, gardens will be maintained to harvest produce for the Southcoast’s regional Farm-to-Food-Relief programs. However, this is not always possible and some school gardens are shut down in early June until the start of school in late August.



## Year Two Process

Year two programming largely mirrors that of year one. While there is no PD day, the Grow PM continues to closely collaborate and support teachers and Grow FTS learning throughout the school year. There is a dual focus this year to reinforce (1) teacher expertise on the curricular components of Grow FTS programming and (2) school-community capacity such that Grow FTS becomes sustainably embedded in the classroom and school culture.

Key components to sustainability beyond year two for discussion between the MI and the district include but are not limited to:

- Funding for garden seeds and soil amendments going forward.
- Staffing plan for a Garden Coordinator who assumes custodial care of the outdoor classrooms (e.g., turning the soil, watering and weeding the garden, summer maintenance/use of gardens, etc.).
- Collaboration and Community of Practice-building among regional districts also operating Grow FTS programming to (1) reinforce support for Grow FTS programming, and (2) source more regional foods in school menu offerings.

## Raised Bed Gardens

A cluster of high-quality raised bed gardens anchors the Grow FTS outdoor classroom program. Garden beds are built three feet high and constructed with rot resistant cedar, stainless steel hardware and solid PVC trex planks that should last at least a decade with minimal maintenance needed. Importantly, the height of the garden beds allows for easier irrigation maintenance. When watered just twice a week during high temperatures, the moisture held within the depths of the garden bed sustain plant growth.



## Project Team

Adam Davenport is the Grow FTS Program Manager. Adam managed the expansion of Grow FTS across 19 elementary schools in New Bedford and within Westport Elementary School. Adam holds a BS in civil engineering from the University of New Hampshire, and brings a wealth of experience in ecological and edible system design. He is a former science teacher, and is a certified holistic health practitioner and permaculture designer.

Liz Wiley, the MI's Executive Director, provides strategic direction to Grow FTS programming. Originally trained as a biologist, Liz is a lifelong advocate for the environment and food system justice. Her diverse background includes working in the environmental, workforce development, food security, farming, fisheries, aquaculture, and social responsibility fields. Liz holds a M.Sc. from Antioch University and a BS from Bridgewater State University. She is the Board President of the Southeastern Massachusetts Agricultural Partnership and on the Board of the Wareham Library Foundation.



**The Marion Institute's Grow Farm-to-School (Grow FTS) Programming Year One**

Calendar	Event	MI Lead Time	Teacher Lead Time (in	Notes	Connected Massachusetts Standards
August					
optional but encouraged	Professional Development	5 Hrs		Led by the Marion Institute (MI)-An in-person farm PD day to Round the Bend Farm in Dartmouth/ similar location, for 5 PDP credits. Includes meals.	
October - November					
optional but encouraged	Professional Development Online Module	5 Hrs		20 days of Grow FTS email content sent to teachers (15 minutes each day) for an additional 5 PDP credits.	
November					
optional but encouraged	Garlic Lesson Plan		40 mins	Teachers can modify existing lesson plan.	Connected Massachusetts Standards: Health 13.1. Related: Health 8.1, Science 3.LS.4.4, Reading RI.3.2, Reading RI.3.10
	Garlic Planting Workshop	40 mins		Led by the MI - each student will learn about garlic and participate in a fall planting in their school garden.	
February					
optional but encouraged	The People In Our Food Systems Lesson Plan		40 mins	Teachers can modify existing lesson plan.	Connected Massachusetts Standards: Health 3.5, Health 13.1, Health 13.2
	Winter Presentation	1 hour		Led by the MI - A local farmer or food system leader presents to the students connecting topics of agriculture, nutrition, health, environment, and sustainability. Grow Education can coordinate up to three Winter Presentations.	
March - April					
optional but encouraged	Square Gardens Lesson		80 mins	Teachers can modify existing lesson plan.	Connected Massachusetts Standards: Science 3.LS.4.3, Math 3.MD.C, Science 3.LS.4.4, Health 3.5, Reading RI.3.10
	Spring Planting Workshop	40 mins		Led by the MI - Students return to the school garden to learn about and plant both seeds and seedlings of cool weather crops.	
May					
optional but encouraged	Sowing Seeds For Thriving Plants Lesson Plan		40 mins	Teachers can modify existing lesson plan.	Connected Massachusetts Standards :Science 3.LS.4.3, Science 3.LS.4.4, Health 3.5, Reading RI.3.10
	Garden Harvest Workshop	1 hour		Led by the MI - Students will harvest and have a chance to eat salad greens and root veggies they planted and grew. This is a fun, and engaging celebration of their Grow FTS program year.	

**The Marion Institute's Grow Farm-to-School (Grow FTS) Programming Year One**

Calendar	Event	MI Lead Time	Teacher Lead Time (in	Notes	Connected Massachusetts Standards
June					
optional but encouraged	Microbes and Me! Lesson		80 mins	Teachers can modify existing lesson plan.	Connected Massachusetts Standards: Science 3.LS.4.3, Science 3.LS.4.4, Reading RI.3.10
	Summer Planting Workshop	40 mins		Led by the MI - For the final planting of the school year, students will plant warm season crops that will ripen throughout the summer and into September when they return for the following year.	
Flexible throughout SY					
	Farm to School Fair	1 hour		Led by the MI - Teachers can choose to engage students' families in a one-hour after-school "Farm to School Fair" focused on the school's gardens, Grow curriculum, and a presentation from a regional food	
	TOTAL	16 Hours	4 hours 40 mins	Includes 10 hours of Professional Development, 5 of hours of student time on learning , and 1 hour of family/community engagement	
Additional Resources					
Developed by the MI, monthly Grow FTS lessons plans and resources are made available to all teachers. These include videos and Virtual Field Trips. The MI is also happy to help connect school communities to our partner organizations for In-Person Field Trips to local farms, for example.					

**OLD ROCHESTER REGIONAL SCHOOL DISTRICT  
MASSACHUSETTS SUPERINTENDENCY UNION #55  
MARION – MATTAPOISETT – ROCHESTER**

**MEMO**

**TO:** MEMBERS OF THE MARION SCHOOL COMMITTEE

**FROM:** SHARLENE FEDOROWICZ, ASSISTANT SUPERINTENDENT OF  
TEACHING AND LEARNING

**DATE:** JUNE 13, 2023

**RE:** INITIATIVE WITH THE MARION INSTITUTE

Motion that the Marion School Committee approve a project between The Marion Institute “Grow Education” and the Marion Public Schools as outlined in the Community Preservation Act Project Application (please see attached). This initiative will supplement the grade three Science Curriculum using Project Based Learning.

Appendix B



COMMUNITY PRESERVATION ACT PROJECT APPLICATION

Submission Date: February 10, 2023

Project Title: Enhance School-Based Gardens and Garden Site at Sippican School

Applicant (note if public or private): The Marion Institute

Address: 202 Spring Street ; Marion, MA 02738

Telephone: 508.748.0816 x118 E-mail: cmachdube@marioninstitute.org

Federal Tax Identification Number (if non-profit): 43206583

Contact Person (Name & Telephone): Christy Mach Dubé

Project purpose (Check all that apply):

☒ Open Space ☒ Historic Preservation ☐ Affordable Housing ☐ Recreation

Project Location/Address: Sippican School Garden Site and Bus Loop

Community Preservation Funding Request: \$ 26,928

Community Preservation Funding Request Timeline: \_\_\_\_\_

Brief Project Summary: This project seeks funds to re-build school-based community gardens at Sippican School and to add outdoor classroom spaces and community use features on the school garden site while improving town greenspace and the character of Marion Village.

Attach the following supporting information with all applications:

- A. **Detailed Narrative:** A complete and detailed description of the project including goals and objectives, consistency with Community Preservation Act goals, compatibility with the Marion Open Space and Recreation Plan, the Marion Master Plan, the Marion Housing Production Plan and the MA Historical Commission's 1998 Architectural Survey, and relevance to the community and its needs.
- B. **Action Plan and Timeline:** Note the estimated dates for project commencement and completion and list (with an explanation) all action and steps that will be required for project completion, including any legal requirements or any impediments to implementation.
- C. **Financial Data:** Provide financial information for the project including total cost, additional revenue sources (public, private or in-kind), basis for the fiscal estimates and any other fiscal details currently available. Funds will be available upon project completion – please note how the project will be funded prior to disbursement of Community Preservation funds.

Please submit both 2 printed copies of the application materials to the Community Preservation Committee Chair, Marion Town Hall, 2 Spring St., Marion, MA 02738 and an electronic copy in PDF format to [CommunityPreservation@marionma.gov](mailto:CommunityPreservation@marionma.gov) by 4:00pm, February 10, 2023





## **Project Title**

Enhance School-Based Gardens and Garden Site at Sippican School

## **Brief Project Summary**

This project seeks funds to sustainably re-build school-based community gardens at Sippican School and to add outdoor classroom spaces and community-use features on the school garden site while improving town greenspace and the character of Marion Village.

## **Detailed Narrative**

With teacher initiative, interest and support, the Marion Institute (MI) built Sippican School's existing garden beds over a decade ago as part of our Grow Education program, which then operated as an after-school enrichment opportunity and "a community garden on school grounds." Over the years, the Sippican Garden Club has volunteered significant time to maintain the gardens, and generous individuals have further enhanced the gardens and greenspace, notably adding a year-round greenhouse, trellis, modest fencing, and most recently two picnic benches to the site. While the gardens have garnered interest over the years, they have neither maximized their potential to reach all students and the broader community as outdoor classrooms, nor have the gardens reached their potential to enhance the greenspace and character of a well-visited Town Facilities corner of historic Marion Village.

Since its start, the Marion Institute's Grow Education program has expanded its services and now includes a Farm-to-School (FTS) component that incorporates health-building habits into students' curriculum, cafeteria, and community. Gardens on the school site remain accessible to the community and are now incorporated into the learning day as outdoor classroom space. We are working with Sippican School's administration, teachers, and food service director, and we have secured seed funding to embed Grow Education's FTS (Grow FTS – see attachment for full program description) programming throughout the school. We are seeking funding from the Town of Marion's CPA fund to sustainably rebuild and elevate the current garden beds with high quality composite trekking and cedar that is resistant to splintering, rot, insect damage, and UV rays. Additionally, we will plan to use CPA funds to enhance outdoor classroom features on the school property.

## **Project Goals**

This project aims to better serve the town's students, residents, and visitors via two goals, which are to:

- Equip the Town Facilities Sippican School garden site and bus loop site with attractive, durable, and sustainable garden beds and accessories, and
- Establish pollinator gardens that enhance the aesthetic of the existing outdoor garden and community bus loop space such that it more closely aligns with the visually appealing Marion Town Hall and Elizabeth Taber Library.

## **Raised Bed Gardens**

Garden beds are built three feet high and constructed with rot resistant cedar, stainless steel hardware and solid PVC trex planks that should last at least a decade with minimal maintenance needed. Importantly, the height of the garden beds serves to address any accessibility issues, protect the garden vegetation, and provide for easier irrigation maintenance. When watered just twice a week during high temperatures, the moisture held within the depths of the garden bed sustain plant growth.



## Objectives

Actionable targets to achieve these goals include:

- Finalizing a garden site design that will aesthetically improve the Sippican School garden and bus loop welcome areas.
- Replacing low, rot prone garden beds with three-foot high rot resistant cedar, stainless steel hardware and solid PVC trex planks that should last at least a decade with minimal maintenance needed.
- Building new, raised-bed pollinator gardens made of the same durable materials to grow perennial flowers along the perimeter of the growing gardens and bus welcome loop.
- Fixing the roof opener on the existing solar powered greenhouse to enable full cultivation of seedlings for use in the growing and pollinator gardens.
- Adding two additional, durable picnic tables made of recycled plastic to provide seating and eating, and outdoor community learning and seating space for use by students, residents, and visitors.
- Improving the open space experience of students, parents, residents, library patrons, town hall patrons, and visitors to the Sippican School garden and community site via these physical improvements.

## Alignment with Community Preservation Act Goals

This project aligns with two categories of allowable use for Community Preservation funds. The primary category is that of Open Space improvement and beautification of public lands via public community gardens. Additionally, given the location of this open space within the Marion Master Plan's Town Facilities geography this project falls into the Historic Preservation category for which funds may be used "to restore those natural and man-made features that have been degraded or impacted," as well as to "keep and improve the "curb appeal" (character) of Marion through planting."

## Project Benefits

This project counts many community benefits including:

- Preserving the essential character of the Town of Marion, and doing so with materials that are sustainable.
- During the summer months, the growing gardens have the potential to be seeded to grow produce that can be harvested and donated to the Marion Council of Aging food pantry, reaching under-served populations in Marion with fresh, nutritious, locally grown food.
- Improving open space that links the town facilities of the public school building with the public library and town hall.

- The Marion Institute’s (MI) extensive experience improving over 20 community-school garden sites in nearby communities, and the MI’s willingness to spearhead this improvement with a landscape team at the ready, makes the project both feasible and practical.
- The cluster of gardens will serve as outdoor classrooms and an anchor to Grow FTS’s curriculum that engages Marion residents who are Sippican students in curricular lessons that focus on the plant lifecycle, health-building habits, the environment, and local food system with these lessons reinforced in the classroom, cafeteria, and community.
- The MI is committed to leveraging a CPA investment with philanthropic funds to implement Grow FTS for students, as well as maintain and harvest gardens for the local food pantry, for a period of two years, during which time plans to sustainably operate the school gardens will be identified – most likely via a volunteer regional Gleaning Program that is being launched by the MI.
- Providing the public information via leaflets and a placard on how these community gardens connect to the broader regional food system and environment.

### Action Plan and Timeline

With challenge grant philanthropic funds to operate the Grow FTS program, and Sippican teacher and principal interest to introduce the curriculum, the MI is prepared to move forward with this project immediately. The following action plan and timeline takes into consideration the process by which CPA funds are approved and available for disbursement.

February – June 2023	<ul style="list-style-type: none"> <li>• February 24, attend the CPC public hearing to answer questions and provide input on this project and its funding request</li> <li>• March 10, attend a continued public hearing to learn of the CPC’s funding recommendations</li> <li>• May, attend the Marion Town Meeting to learn of funding decisions</li> <li>• Follow-up with CPC to learn of funding disbursement timeline, which we assume is Monday, July 3, 2023</li> <li>• Develop and finalize garden site plan</li> <li>• Source all materials with a focus to identify most economical pricing</li> <li>• Communicate with landscape team to tee up dates for removing existing garden beds, repurposing still useful wood, and constructing new garden beds</li> <li>• Meet with the Sippican School Garden Club to partner on all plans</li> <li>• Meet with Sippican School community members regarding the Farm-to-School curriculum and use of community gardens as outdoor classrooms</li> <li>• Meet with the Marion School Committee to present this project and answer any questions</li> </ul>
July 2023	<ul style="list-style-type: none"> <li>• Ideally, purchase all sourced materials</li> <li>• Remove old garden beds and build/install all new garden beds and accessories</li> <li>• Prepare soil, plant seeds, and maintain and harvest garden for Farm-to-Food Relief program</li> <li>• Continue to partner/communicate with Sippican Garden Club and Sippican School community members, which will be ongoing</li> </ul> <p><b>At this point the project’s construction will be complete and funds spent</b></p>

August 2023	<b>The Marion Institute will steward gardens and this public space in partnership with the Sippican Garden Club while plans for sustainably stewarding them for summer 2024 and beyond are made</b> <ul style="list-style-type: none"> <li>Continue to maintain and harvest garden for Farm-to-Food Relief program</li> <li>Prepare gardens for use by Sippican Teachers for Farm-to-School programming</li> <li>Implement our Professional Development training with Sippican teachers</li> </ul>
School Year 2023-2024	<ul style="list-style-type: none"> <li>Maintain all gardens to ensure they are well-kept and used for academic or community harvest purposes</li> <li>Lead fall and spring planting workshops with Sippican students</li> <li></li> <li>Plan for garden “custodial efforts” (i.e., watering, weeding, harvesting) for school year 2024-2025 and beyond</li> </ul>
Summer 2024	<ul style="list-style-type: none"> <li>Maintain and harvest garden for local food pantry</li> <li>Prepare gardens for use by Sippican Teachers for Farm-to-School programming</li> </ul>

### Financial Data

We kindly request a total of \$26,928 to fully fund this project. Garden demolition and rebuild expenses are offered at a discounted nonprofit rate by a credible local landscaper, and based on similar community garden projects in New Bedford and Westport. Greenhouse improvement expenses are quoted from the manufacturer of the greenhouse and include two hours of time to complete. Picnic table expenses are provided directly from the local supplier. Village signs will complete the signage.

<b>The Marion Institute, Inc.</b> <b>Town of Marion Community Preservation Act Project Application</b> <b>Projected Budget</b>	
	<b>July and August 2023</b>
<b>INCOME</b>	
Town of Marion CPA Funds	26,928
<b>Total Income</b>	<b>26,928</b>
<b>EXPENSES</b>	
Garden site plan, removal of old, and build of new, durable growing and polinator gardens, including soil and seeds	19036
Build of new polinator gardens at the bus loop site	3000
Greenhouse roof opener	391.67
Two durable picnic tables	4400
Signage to attribute gardens to CPA funding (located on prominent garden bed)	20
Signage to tie garden produce to larger Southcoast Food System and Environment	80
<b>Total Expenses</b>	<b>26,928</b>

Our landscape partner has agreed to complete the work prior to receiving Community Preservation funds. The MI is in a position to fund the remaining \$7,892 prior to receiving Community Preservation funds.



## Project Team

Liz Wiley, the MI's Executive Director, provides strategic direction to Grow FTS programming. Originally trained as a biologist, Liz is a lifelong advocate for the environment and food system justice. Her diverse background includes working in the environmental, workforce development, food security, farming, fisheries, aquaculture, and social responsibility fields. Liz holds a M.Sc. from Antioch University and a BS from Bridgewater State University. She is the Board President of the Southeastern Massachusetts Agricultural Partnership and on the Board of the Wareham Library Foundation.

Adam Davenport is the Grow FTS Program Manager. Adam managed the expansion of Grow FTS across 19 elementary schools in New Bedford and within Westport Elementary School. Adam holds a BS in civil engineering from the University of New Hampshire, and brings a wealth of experience in ecological and edible system design. He is a former science teacher, and is a certified holistic health practitioner and permaculture designer.

## Appendix A

Following is an example of the community garden design at Westport Elementary school. A similar rendering is being developed for the Sippican Town Facilities site.





## Background

Over a decade ago, the Marion Institute (MI) first launched Grow Education as a “community gardens on school grounds” program. Internally, we refer to this as Grow Education version 1.0. These gardens operated as after-school enrichment programs, and while they garnered great school community interest, they were not maximizing their potential to reach all students with important and durable lessons on food, nutrition, and the environment.

In 2019, Liz Wiley became the Executive Director of the MI and took Grow programming in a more strategic direction. Under her leadership, and with Adam Davenport as the Program Manager, the MI joined the Farm to School Institute and Grow Education Farm-to-School (Grow FTS) programming, version 2.0 was born.

## Building a Sustainable Grow Farm-to-School Program in Two Years

The goal of Grow FTS is to incorporate health-building habits into students’ curriculum, cafeteria, and community. Designed for 3<sup>rd</sup> grade students, the MI provides two years of intensive Grow FTS programming to help the program take root permanently within a school community. At its core, Grow FTS covers the plant lifecycle curriculum, with lessons on science, food, nutrition, the environment, and our regional food system also tied in. The MI’s Grow FTS Program Manager (PM) works closely with each school to introduce and execute the programming in year one, and scale up capacity of the program in year two such that Grow FTS is sustainable beyond MI support in years three and beyond.

## Year One Process

Once the superintendent, nutrition team, school administrators, and teachers all support introducing Grow FTS programming to a school, the MI collaborates closely to thoughtfully plan the program’s rollout, including securing funding. Following is a summary of year one Grow FTS programming:

- Grow PM oversees the design and build of high quality raised bed gardens that will last a decade or longer and be filled with high quality soil for growing school garden produce.
- Administrators and teachers agree to an optional professional development day for teachers. We have a strong curriculum that can be tailored for each teaching cohort. This is very interactive and gives teachers an opportunity to learn our Thinkific curriculum tool and discuss how the curriculum will be rolled out. Hosted at Round the Bend farm in Dartmouth, teachers have an opportunity for experiential learning themselves. While Grow FTS programming is designed for 3<sup>rd</sup> grade students, teachers of all grades are invited to attend. Of note: We strive for 75% of 3<sup>rd</sup> grade teachers/assistants to attend. Teachers participating in this training have called it “the best PD day I have ever had.”
- Administrators and nutrition team agree to an optional professional development day for school cafeteria staff, which includes hands on training by an expert chef on using local fresh produce in school menus.
- Grow PM provides teachers 20 days of Grow FTS curriculum email content to support programming and to help build teacher knowledge of FTS tenets throughout the school year.
- Throughout the school year, and to support teachers as they introduce Grow FTS curriculum, the Grow PM leads a series of indoor and outdoor classroom lessons including (1) fall planting day, (2) optional “Fall Farm Fair” for the school community, (3) a minimum of one winter presentation, (4) spring planting day, (5) spring “Garden Harvest” day, and (6) optional “Spring Farm Fair.”
- Grow PM maintains regular conversation with teachers and district contacts to tailor programming as necessary, to plan for the second year of sustainability programming, and to discuss expanding Grow FTS to other elementary schools in the district, as appropriate.
- Grow PM works with district partners to identify a plan for how the garden will be managed over the summer. Ideally, gardens will be maintained to harvest produce for the Southcoast’s regional Farm-to-Food-Relief programs. However, this is not always possible and some school gardens are shut down in early June until the start of school in late August.

## Year Two Process

Year two programming largely mirrors that of year one. While there is no PD day, the Grow PM continues to closely collaborate and support teachers and Grow FTS learning throughout the school year. There is a dual focus this year to reinforce (1) teacher expertise on the curricular components of Grow FTS programming and (2) school-community capacity such that Grow FTS becomes sustainably embedded in the classroom and school culture.

Key components to sustainability beyond year two for discussion between the MI and the district include but are not limited to:

- Funding for garden seeds and soil amendments going forward.
- Staffing plan for a Garden Coordinator who assumes custodial care of the outdoor classrooms (e.g., turning the soil, watering and weeding the garden, summer maintenance/use of gardens, etc.).
- Collaboration and Community of Practice-building among regional districts also operating Grow FTS programming to (1) reinforce support for Grow FTS programming, and (2) source more regional foods in school menu offerings.

## Raised Bed Gardens

A cluster of high-quality raised bed gardens anchors the Grow FTS outdoor classroom program. Garden beds are built three feet high and constructed with rot resistant cedar, stainless steel hardware and solid PVC trex planks that should last at least a decade with minimal maintenance needed. Importantly, the height of the garden beds allows for easier irrigation maintenance. When watered just twice a week during high temperatures, the moisture held within the depths of the garden bed sustain plant growth.



## Project Team

Adam Davenport is the Grow FTS Program Manager. Adam managed the expansion of Grow FTS across 19 elementary schools in New Bedford and within Westport Elementary School. Adam holds a BS in civil engineering from the University of New Hampshire, and brings a wealth of experience in ecological and edible system design. He is a former science teacher, and is a certified holistic health practitioner and permaculture designer.

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**MAYOR**  
JON MITCHELL

**DIRECTOR OF CITY PLANNING**  
JENNIFER CARLONI

## City of New Bedford Department of City Planning

133 William Street · Room 303 · New Bedford, Massachusetts 02740  
Telephone: (508) 979.1488 · Facsimile: (508) 979.1576

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### COMMUNITY PRESERVATION COMMITTEE

February 9, 2023

Jeff Doubrava, Chair  
Community Preservation Committee  
Marion Town Hall  
2 Spring Street  
Marion, MA 02378

Dear Mr. Doubrava:

I am pleased to write a letter in support of the Marion Institute's (MI) proposal for CPA funds to improve the community and school garden site located at Sippican School.

The City of New Bedford granted the MI over \$100,000 of CPA funds to build high-quality, durable, raised bed gardens and accessories that were built to last in elementary schools in our district. I found the MI to be an excellent partner in this work and strongly encourage you to consider funding this application.

These gardens serve many purposes and offer numerous community benefits. There is no question that the natural beauty of these gardens improves the open space of community neighborhoods. The ability and opportunity for community members to grow healthy food provides a wonderful bonus that more fully invests residents in their neighborhoods. Importantly, these gardens can also be used as outdoor classrooms for students. This not only connects students to lessons on food, nutrition, and their food system, it also connects them to their community and to the civic life of which these gardens are a part.

The CPA is proud of the investment we made in our school community gardens and of the partnership we have with the Marion Institute. I strongly support this grant application and encourage you to fully fund the effort.

Sincerely,

Janine V. Da Silva, Chair  
Community Preservation Committee  
City of New Bedford





February 9, 2023

Jeff Doubrava, Chair  
Community Preservation Committee  
Marion Town Hall  
2 Spring Street  
Marion, MA 02378

Dear Chair Doubrava,

I am pleased to write a letter in support of the Marion Institute's application for the Town of Marion Community Preservation Act funds to improve the open space at the Sippican School community garden and bus loop site.

As a stakeholder within the Town Facilities footprint of historic Marion Village, I am eager to see this work completed and for our residents and visitors to benefit from the improved gardens and open space. Recent improvements made to Elizabeth Taber Library grounds have increased our engagement with members of the community and served as a source of pride for the town. I am confident the same will be true of this investment of Community Preservation Act funding.

Further, I see an opportunity for these funds to be leveraged for betterment of the Marion community as they are a springboard for new partnership opportunities between the Elizabeth Taber Library, the Marion Institute (MI), and the Sippican School community. School community gardens are a wonderful way to teach students and the community about how food is grown, what grows locally, and how our gardens connect to the larger food and environmental systems we are all part of. What a rare and wonderful opportunity to have the library, the MI, and the school all reinforcing these messages that build and strengthen the ties of our community.

I strongly support this grant application and encourage you to fully fund the effort.

Sincerely,

Elizabeth Sherry  
Library Director  
Elizabeth Taber Library





# Old Rochester Regional School District Massachusetts Superintendency Union #55

*"Serving the towns of Marion, Mattapoisett, & Rochester"*

Food Service Director's Report: June 2023  
Sippican Elementary

## Directors Update:

- Meal participation continues to be strong and we continue to navigate supply chain issues.
- There are no official updates available at this time regarding the extension of Universal Free Meals for SY 23-24. As of right now, Universal Free Meals is set to expire on June 30, 2023 and we will be required to revert to Application based Free/Paid/Reduced as of July 01, 2023.
- I am actively engaged and advocating for Universal Free Meals. As soon as there is a final decision made, I will provide an update.

## Students Receiving Free and Reduced Meals:

Free 118 → 29%

Reduced: 9 → 2%

## Student Meal Participation:

SY 22					SY 23			
		%	Lunch Counts	%	Breakfast Counts	%	Lunch Counts	%
August	20	5%	114	30%	100	13%	288	36%
September	902	13%	3183	44%	1431	19%	4049	54%
October	743	11%	3169	48%	1471	20%	4139	56%
November	736	10%	3418	49%	1195	19%	3585	57%
December	669	10%	3422	53%	1035	17%	3497	58%
January	774	11%	3518	52%	1175	17%	4104	59%
February	638	11%	3055	52%	980	18%	3195	58%
March	1015	12%	4828	56%	1635	19%	5125	60%
April	649	11%	3315	57%	1053	20%	3209	60%
May	984	12%	4624	57%	1347	18%	4334	57%
June	943	15%	3439	55%				

Jill Henesey

Director of Food and Nutrition Services

Office: 508-758-2772 x1543

Mobile: 774-320-0801

Email: [jillhenesey@oldrochester.org](mailto:jillhenesey@oldrochester.org)

<https://www.facebook.com/ORRnutrition4kids>



## **Facilities Director's Report: June 2023**

### **Sippican Elementary School**

- Faulty sprinkler head activation cleanup 90% completed, damaged furnishings/articles to be ordered and flood cut inspection of room 208.
- Met with Insurance adjuster for the Sprinkler activation.
- Contacted contractors for the approved Capital Projects.
- Scheduled Solar feasibility study under the Commonwealth's new Solar incentive.
- Conducted routine maintenance on all facility systems.

Sincerely,

Gene Jones

Director of Facilities

Office: 508-758-2772 x1954

Cell: 508-509-6763

E-Mail: [eugenejones@oldrochester.org](mailto:eugenejones@oldrochester.org)

To: Superintendent Michael Nelson  
Members of the Marion School Committee  
Administrative Team Members

From: Marla Sirois, Principal  
Re: Principal's Report-Meeting  
Date: June 13, 2023



**Celebrating Equity:** Our final celebration is Juneteenth. I want to thank all of our community members that supported the work we did this year!



**Senior Parade:** We prepared a wonderful coming home for our ORR Seniors. The jazz band played, students held signs, we cheered, we hung ALL of their class pictures from Project Grow-Grade 6. There were so many smiles and so many hugs. I'm guessing the Seniors also REALLY enjoyed their final time to "play" on the front playground.





**Grade 6 Trip:** Thanks to VASE, parent volunteers and our staff for supporting the Grade 6 trip this year. Everyone involved had a stupendous time. The students are taking away so many wonderful memories. From night hikes to a pontoon excursion to playing tetherball. We are grateful for everyone that made this trip possible. A special thank you to Johanna Vergoni for her countless hours for work including research, fundraising and even attending the trip!



**Grade 6 published poems:** Mrs. Boussy encouraged her sixth grade students to write poems for a contest for the MRA. Our students were recognized for their efforts on the MRA's website. Here is the link to see all of their poems:

<https://www.massreading.org/mra-today-june-2023-poetry-winners>

Sophie Zhou also received an honorable mention for the contest. Her poem was published in this month's MRA Today magazine. Her poem can be found on pages 58-59.

[https://issuu.com/vshinas/docs/mra\\_today\\_publication\\_design\\_-\\_final-updated-523](https://issuu.com/vshinas/docs/mra_today_publication_design_-_final-updated-523)

Thank you to Mrs. Boussy and her students for working on this project and representing Sippican School on the state level.

**Vocabulary Day Gallery:** We were excited to hold our second annual Vocabulary Day Viewing Gallery. Corinna Raznikov and her son Harry joined us as we welcomed families in to see the beautiful display of photos taken on Vocabulary Day. Thank you to the Marion SCholarship Committee for their support with this project.

*Sippican Elementary School will be hosting an opening of  
"Vocabulary Day 2023: A Visual Dictionary,"*

*by local artist, Corinna Raznikov*

*Tuesday, June 6th, 2023 4:00 pm - 6:00 pm*

*Sippican Elementary School  
16 Spring Street Marion, MA*

*Come see all of the amazing portraits and meet the artist!  
All are invited to attend.*

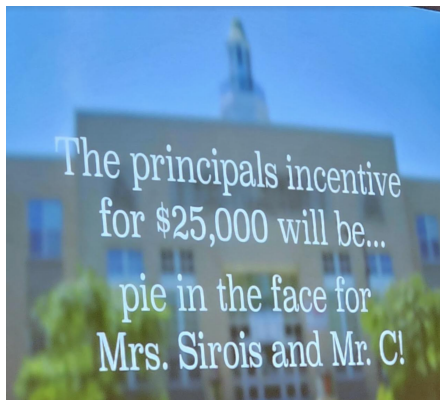


Vocabulary Day 2023 by Corinna Raznikov Photography



## VASE:

**Boosterthon Fun Run:** What an exciting week we had with our Boosterthon fun Run. Our school raised over \$20,000 for enrichment activities! The week culminated with BOTH principal's getting a pie'd for the whole school.



**Field trips:** This year VASE was able to fund a field trip for every grade. On behalf of the students and staff, we thank them for all of their hard work and support.

**Field Trips:**

Project Grow: Meadow Brook Farm In-School Field Trip

Kindergarten: Silverbrook Farm

First Grade: Buttonwood Park

Second Grade: Lloyd Center

Third Grade: Plimoth/Patuxet

Fourth Grade: Museum of Science Boston

Fifth Grade: Lloyd Center

Sixth Grade: Camp Burgess, Sandwich MA 3-day, 2-night field trip

**In School Performances 2022-23:**

Deb Almeida Visit - Early America Grade 3

New Bedford Symphony Orchestra Grades 2-6

Bill Harley Author Visit - All School Meeting

New Bedford Symphony Orchestra Grade 5 Classroom visits

New Bedford Ballet - Sacagawea's Song - All School Meeting

Toe Jam Puppet Band PreK & K

Marcus Monteiro Jazz Trio - Music Vocabulary - All School Meeting

Sheryl Faye Presents: Women in History:

Grades 5 and 6 RBG

Grades K-2 Helen Keller

Grades 3 and 4 Laura Ingalls

**After School Programs:**

Fall ACE Program

Winter ACE Program

**Community Events & Participation:**

Halloween Dance Grades 5&6

Tabor Skate Night

COA Festival of Trees - Student-decorated trees (2)

Marion Stroll - VASE Table with Grab Bags

6th Grade/Teacher/Parent Basketball Game - All Grades can attend

Sippican Family Movie Night

**Other:**

Reading is Fundamental - All students receive a book home

Science Fair: Mad Science Polymer Activity Station

Arts & Action - Boston Artist Bren Bataclan Demo

Field Day - Abilities Rec Cardio Drummer

Vocabulary Day - All students receive a photo home



**Library:** Mrs. Barrett provided the following statistics from the library. I thank her for careful work ensuring that our students have access to a high interest and updated library collection. Please note the following statistics:

18,053 - Number of items in our library collection

18,273 - Number of items checked out this school year (3,002 more than last year!)

2002 - The average year of publication for our collection

609 - The number of titles added to our collection this school year

145 - The number of titles being weeded this year

68 - The number of times that Dog Man: Grime and Punishment by Dav Pilkey was checked out (our top circulated title this year)!

**Music:**

Memorial Day Parade: Mrs. Moore and the band again represented at the Memorial Day parade.



Spring Concerts: We enjoyed the Fourth Grade band concert (thank you Band Aids) as well as the Spring Concert. Thank you to the students, Mrs. Moore and Mrs. Richard for their hard work and dedication to entertaining the school community.





Festival Band and Concert Choir: Congratulations to both Festival Band and Concert Choir for earning a rating of "Superior" and 1st Place awards at the Music in the Park Festival yesterday! So much hard work by all of these young musicians and teachers.

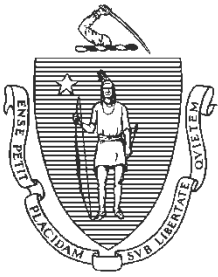


Best,

*Marla Sirois, M. Ed, C.A.G.S.  
Principal  
Sippican Elementary School  
16 Spring Street, Marion, MA 02738  
508-748-0100  
Fax: 508-748-1953*

## **Marion School Committee Subcommittee List 2023-2024 DRAFT**

Chairperson	April Nye
Vice Chairperson	Nichole Daniel
School Committee Secretary	Melissa Wilcox
Recording Secretary	Melissa Wilcox/Diana Russo/Toni Bailey
ORR District School Committee	Michelle Smith
Mass. School Supt. Union No. 55	Nichole Daniel Mary Beauregard Nichole Nye McGaffey
Building Committee	Nichole Nye McGaffey April Nye
READS	Michael S. Nelson
Sick Leave Bank	Mary Beauregard Michelle Smith
SMEC	Michelle Smith
Early Childhood Council	Nichole Daniel
Sole Signatory	April Nye Nichole Daniel
MASC Delegate/Legislative Liaison	Mary Beauregard
Budget Subcommittee	Michelle Smith April Nye
School Physician	Dr. Mendes Dr. Reynolds
Policy Review Subcommittee	Mary Beauregard
Tri-Town Education Foundation	Nichole Daniel
Town Liaison	April Nye
Superintendent's Goals Sub-Committee	Michelle Smith Nichole Daniel
Equity Sub-Committee	Mary Beauregard



# **Massachusetts Department of Elementary and Secondary Education**

75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000  
TTY: N.E.T. Relay 1-800-439-2370

Jeffrey C. Riley  
Commissioner

April 28, 2023

Dr. Theresa Craig, Executive Director  
READS Collaborative  
105 East Grove Avenue  
Middleborough, MA 02346

Re: READS Collaborative – Amended Collaborative Agreement

Dear Dr. Craig:

The READS Collaborative Board of Directors submitted a request to amend their Collaborative Agreement (Agreement) in accordance with M.G.L. c. 40, 4E and corresponding regulations 603 CMR 50.00.

The proposed amendment was reviewed in its entirety by the Massachusetts Department of Elementary and Secondary Education (Department) and it was found to be consistent with Department guidelines, the education collaborative statute, and regulations.

On behalf of the Massachusetts Board of Elementary and Secondary Education, I am pleased to inform you that I have approved the Agreement, as amended. Effective July 1, 2023, this Agreement will replace the March 2014 Agreement. The amendment primarily updates language in the Governance and Financial sections, including but not limited to member rights and responsibilities, updates the assessment of non-member surcharges, and clarifies the uses of surplus funds.

The membership of the READS Collaborative will continue to consist of the following member school committees: Abington Public Schools, Acushnet Public Schools, Berkley Public Schools, Bridgewater-Raynham Regional School District, Bristol-Plymouth Regional Technical School District, Carver Public Schools, Dighton-Rehoboth Regional School District, East Bridgewater Public Schools, Freetown-Lakeville Regional School District, Marion Public Schools, Mattapoisett Public Schools, Middleborough Public Schools, Norton Public Schools, Rochester Public Schools, Somerset Public Schools, Somerset-Berkley Regional School District, Taunton Public Schools, and West Bridgewater Public Schools.

Please distribute this Agreement to the READS Board of Directors and ask that they share the document with their appointing school committees. As a reminder, M.G.L. c. 40, § 4E, and 603 CMR 50.00 require that members of collaborative boards of directors provide information and updates on the activities of the collaborative to the member's appointing school committee or charter school board at an open meeting, at least on a quarterly basis.

Should you have any questions, please email the education collaborative team, at [educationcollabortativeteam@mass.gov](mailto:educationcollabortativeteam@mass.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "J. C. Riley".

Jeffrey C. Riley  
Commissioner of Elementary and Secondary Education



## *READS Collaborative*

*105 East Grove St., Middleboro, MA 02346*

### **REGIONAL EDUCATIONAL ASSESSMENT AND DIAGNOSTIC SERVICES (READS) COLLABORATIVE AGREEMENT**

*Pursuant to M.G.L. c. 40, § 4E.*

#### **PREAMBLE / AUTHORIZATION**

This document constitutes the Collaborative Agreement (herein, “Agreement”) of the Regional Educational Assessment and Diagnostic Services (READS) Collaborative (herein, “the Collaborative”), established pursuant to the provisions of Chapter 40, Section 4E of the General Laws of the Commonwealth of Massachusetts and acts or amendments thereof as they may from time to time be enacted by the legislature, and 603 CMR 50.00. This Agreement shall be effective upon approval by the Massachusetts Board of Elementary and Secondary Education (hereinafter “BESE”).

This Agreement replaces the original Agreement dated December 15, 1987, as most recently amended on March 20, 2014, entered into by and between the school committees listed in Section I (herein, the “Member Districts”) and will be effective upon the approval of the Member Districts and the BESE as indicated on the signatory page.

#### **SECTION I: MEMBERSHIP**

The membership of READS Collaborative, as of the effective date of this Agreement, includes the school committees from the following districts (hereinafter “Member Districts”), as indicated by the signatures of the chairs of the school committees:

1. School Committee for the Abington Public Schools
2. School Committee for the Acushnet Public Schools
3. School Committee for the Berkley Public Schools
4. School Committee for the Bridgewater-Raynham Regional School District
5. School Committee for the Bristol-Plymouth Regional Technical School District
6. School Committee for the Carver Public Schools
7. School Committee for the Dighton-Rehoboth Regional School District
8. School Committee for the East Bridgewater Public Schools
9. School Committee for the Freetown-Lakeville Regional School District
10. School Committee for the Marion Public Schools
11. School Committee for the Mattapoisett Public Schools
12. School Committee for the Middleborough Public Schools
13. School Committee for the Norton Public Schools
14. School Committee for the Rochester Public Schools
15. School Committee for the Somerset Public Schools
16. School Committee for the Somerset-Berkley Regional School District
17. School Committee for the Taunton Public Schools
18. School Committee for the West Bridgewater Public Schools

## **SECTION II: MISSION, OBJECTIVES, FOCUS, AND PURPOSES**

***READS Collaborative is focused on the mission to provide high quality, cost-effective educational programs and services for all students to prepare them for higher education or a career.***

The purpose of READS Collaborative is to complement the educational programs of local school districts and to respond to additional needs of Member Districts as determined by the Board of Directors (herein, “the Board”). Such programs and/or services maximize cost efficiency and program effectiveness through a Collaborative effort. Notwithstanding any other provision of these articles, the Collaborative is organized exclusively for education purposes, as specified in Section 501(c) (3) of the Internal Revenue Code, and shall not carry on any activities not permitted to be carried on by an entity exempt from Federal Income tax under Section 501 (c) (3) of the Internal Revenue Code. No substantial part of the activities of the Collaborative shall be the carrying on of propaganda, or otherwise attempting to influence legislation, or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office. The focus of READS Collaborative is to provide quality services that improve the lives and futures of children with disabilities as a collaboration with Member Districts.

The overall objectives of READS Collaborative are:

1. to complement the educational programs and services of districts in the least restrictive environment in a cost-effective manner;
2. to improve the growth of students in academics, social-emotional skills, communication and well-being;
3. to provide a range of diagnostic and educational assessments for students from districts in the southeast region;
4. to offer quality professional development opportunities to general and special education teachers, related service providers, and administrators; and
5. to expand program and services in a manner consistent with the needs of the students and/or the Member Districts.

READS Collaborative does not discriminate on the basis of race, sex, color, religion, sexual orientation, gender identity, age, disability, national or ethnic origin, status as a veteran, limited English speaking ability or any other protected class in the administration of its educational policies, administrative policies, scholarship or loan programs, athletic and other school administered programs or in employment. The Board’s policy of nondiscrimination will extend to students, staff, the general public and individuals with whom it does business.

## **SECTION III: PROGRAMS AND SERVICES TO BE OFFERED**

The Collaborative will offer the following programs and services, which shall complement the educational programs and services of districts in a cost-effective manner:

1. Approved Public Day school placements
2. Specialized Substantially Separate Programs
3. Wraparound Services
4. Other programs and services for students as requested by Member Districts
5. Therapeutic consultation, assessment, intervention and support
6. Diagnostic and educational testing, evaluation and recommendation
7. Professional development
8. Grant applications and activities

9. Other cost-effective services as determined by the Board of Directors as permitted by M.G.L. c. 40, § 4E; 603 CMR 50.00.

#### **SECTION IV: GOVERNANCE**

1. The Collaborative shall be managed and operated by a Board of Directors (hereinafter “the Board”) whose members are appointed annually by the Member Districts.
2. The Board shall be comprised of the Superintendent of each of the Member Districts (hereinafter known as Board Members) The superintendent of each Member District shall be appointed to represent their Member District(s) to serve on the Board, and be entitled to a single vote for each district they represent. The Commissioner of the Department of Elementary and Secondary Education (herein Commissioner), shall appoint an individual to serve as liaison from the Department of Elementary and Secondary Education (herein Department) to the READS Collaborative Board of Directors.
3. The Board shall have all the powers and duties conferred and imposed upon educational Collaborative Boards by law, BESE policy and regulation, and this Agreement.
4. The Board shall annually elect or appoint an Executive Committee which shall consist of a President (who serves as the Board Chair), a Vice-President and a Secretary/Clerk. In successive years, the Vice-President shall move up to the position of President and the Secretary/Clerk shall move up to the position of Vice-President. A new Secretary/Clerk shall be nominated and appointed by a majority vote of the Board in June, but no later than September, of each year. The Board will vote to recognize the new Executive Committee at the first Board meeting in September. The new Executive Committee shall commence responsibilities after the vote.
5. The Board shall establish an advisory committee known as the Special Education Administrators (SEA), composed of each Member District’s Special Education Administrator. The purpose of the SEA shall be to advise the Board regarding programmatic issues related to the special education of students enrolled in the Collaborative and to review the program budgets.
6. The Board shall meet at least 6 times per year to conduct its business, one meeting of which shall be a joint meeting with the SEA. The superintendent appointed by each Member District shall count as a Board member for each district they represent. A majority of the Superintendents serving on the Board shall constitute a quorum at any meeting. A majority vote of the quorum shall be necessary to pass any resolution, policy or procedure brought before the Board, except in those cases where a two-thirds vote or a unanimous vote of the entire Board is necessary under the stipulations provided for within this Agreement.
7. The Board shall conduct all meetings in accordance with Chapter 30A, §§ 18 - 25 of the Massachusetts General Laws (Open Meeting Law).
8. The Board shall select and employ an executive officer (hereinafter known as the Executive Director), who shall serve under the general direction of the Board and who shall be responsible for the daily operation and supervision of the Collaborative. The Board shall delegate authority to the Executive Director to the extent permitted by applicable law and regulation.
9. The Board shall develop policies and shall operate in accordance with those policies.

## **SECTION V: CONDITIONS OF MEMBERSHIP**

1. Each Member District shall commit to purchase one clinic slot per quarter as an annual requirement of membership in the Collaborative. READS Collaborative does not assess a membership fee.
2. Each Board Member shall be responsible for providing timely information and updates to its appointing Member District(s) on Collaborative activities, as outlined in M.G.L. c. 40, § 4E and 603 CMR 50.04(2) and for providing other information as required or requested.
3. Each Board Member shall be an active and engaged voting member of the Board and shall attend scheduled meetings and fulfill all duties as may be required by the Board, 603 CMR 50.00 and the Collaborative Agreement.
  - a. The attendance of a Board Member who is absent from 50% or more of scheduled Board meetings over a two-year period will be documented and brought to the attention of said Board Member by the President of the Board.
  - b. The Executive Committee will decide by majority vote to draft a letter to the Board Member notifying them that the lack of participation of their district will be brought to the attention of the READS Board of Directors at their next scheduled meeting.
  - c. If the Board Member continues to be absent from READS Board of Directors' meetings, the Executive Director will meet with the Executive Committee of the Board of Directors. Attendance of the Board Member at meetings over the previous two-year period and since the letter of notice was sent by the President will be reviewed. The impact on the ability to achieve a quorum to complete Collaborative business will be reviewed and a recommendation will be provided to the Board.
  - d. The Board will decide by majority vote to send a letter to the Chairperson of the Member District's School Committee notifying them of the lack of attendance of the Member District's appointee at Collaborative Board meetings and the resulting impact on votes and the work of the Collaborative.
4. All appointed Board Members are required to complete the state-mandated training in the timeframe set forth in M.G.L. c. 40, § 4E and 603 CMR 50.05(3) and 50.12(3).

## **SECTION VI: POWERS AND DUTIES OF THE BOARD**

The Board shall manage the Collaborative and shall be responsible for providing fiduciary and organizational oversight and accountability over the operation of the educational collaborative. The Board shall be vested with all authority and responsibilities provided to it by M.G.L. c. 40, § 4E and 603 CMR 50.00 and all acts and regulations amendatory thereof, including but not limited to the following:

1. It is the function and responsibility of the Board to formulate policy for the Collaborative, to hire all staff, and to ensure compliance with applicable state and federal laws and regulations, including M.G.L. c. 40, § 4E and 603 CMR 50.00.
2. The READS Collaborative shall be a public entity.
3. The Board shall be vested with the authority to enter into agreements with Member Districts, non-Member Districts or other collaboratives to establish mutually beneficial programs and services or pricing arrangements.
4. The Board shall be responsible for:
  - a. ensuring adherence to this Collaborative Agreement (herein "Agreement") and progress toward achieving the purposes and objectives set forth in the Agreement;

- b. determining the cost-effectiveness of programs and services offered by the Collaborative;
  - c. ensuring that any borrowing, loans, or mortgages are cost-effective, necessary to carry out the purposes for which the Collaborative is established, in the best interest of the Collaborative and its Member Districts, and consistent with the terms of this Agreement, including the provisions of Section VII.C; and
  - d. approving all expenditures, including contracts, borrowing, and the purchase and sale of real estate.
- 5. The Board has standing to sue and be sued to the same extent as a city, town, or regional school district.
- 6. The Board is a public employer and shall ensure that all employees possess the necessary and required credentials and approvals, including those required by M.G.L. c. 71, § 38G and 603 CMR 7.00, M.G.L. c. 74 and 603 CMR 4.00, and all acts and regulations amendatory thereof. The Board may apply for a waiver to exempt the Collaborative Board for any one school year from the requirement to employ certified or approved personnel in accordance with M.G.L. c. 40, § 4E.
- 7. The Board shall hire an Executive Director to oversee and manage the operation of the Collaborative, a Business Manager or an employee with responsibilities similar to those of a town accountant to oversee Collaborative finances, at least one School Nurse to support Collaborative programs, and a Treasurer, who shall annually give bond consistent with the requirements of M.G.L. Ch. 40, § 4E. The Board shall ensure that there is segregation of duties between the Executive Director, Treasurer, and Business Manager, and that these employees shall not serve as a Board Member or as an officer or employee of any related for-profit or non-profit organization as defined in M.G.L. Ch. 40, § 4E.
- 8. The Board shall appoint an appropriate individual to serve as the Treasurer. The Treasurer of the Board may make appropriate investments of the money of the Collaborative consistent with Section 55B of chapter 44.
- 9. The Treasurer shall give bond annually for the services they perform as the Collaborative Treasurer in a form approved by the Department of Revenue and in such sum, not less than the amount established by said Department, as shall be fixed by the Board.
- 10. The Board may, in its discretion, pay compensation to the Treasurer for their services.
- 11. The Treasurer of the Collaborative shall not be eligible to serve as a Board Member or otherwise as an employee of the Collaborative.
- 12. The Board shall ensure that no employee of the Collaborative is employed at any related for-profit or non-profit organization.
- 13. All deeds, leases, transfers, notes, bonds, and other obligations endorsed by the Collaborative, as approved by majority vote of the Board, shall be signed by the President and the Treasurer.
- 14. The Board Members, Executive Director and employees of the Collaborative shall not be personally liable for any debt, liability, or obligation of the Collaborative.
- 15. All persons, corporations, or other entities extending credit to, contracting with, or having any claim against the Collaborative may look only to the funds and property of the Collaborative for the payment of any debt, damages, judgment or decree, or for any money that may otherwise become due or payable to them from the Collaborative.
- 16. The Board shall ensure that the Collaborative completes and files an annual report and an annual independent audit, as well as such other student, program, financial and staffing



information, reports or documents as the Department deems necessary. The Board shall ensure that annual reports and annual independent audits are filed with appropriate governmental agencies and posted on the Collaborative's website, consistent with the requirements of M.G.L. c. 40, § 4E and 603 CMR 50.00.

## **SECTION VII: FINANCE**

### **A. Financial Terms**

1. Each Member District shall commit to purchase one clinic slot per quarter as a requirement of membership in the Collaborative as noted in Section V.1.
2. The annual share of each Member District for tuition is based on Member District participation in an individual tuition-based program. The tuition shall be assessed per each student projected to be in a tuition-based program for the fiscal year. The tuition for each individual program is determined based on projected expenses for the program and an allocation for administrative costs, then divided by the number of students projected for enrollment in that program.
3. The Board shall have the authority to borrow money in anticipation of income up to ninety (90) days to meet ongoing payroll obligations.
4. A school committee of any city, town, or regional district may authorize the prepayment of tuition for any educational program or service of the Collaborative to the Treasurer of the Collaborative.
5. The Collaborative shall pay all its accrued debts within thirty (30) days of the notification/receipt of said bills on a no less than monthly basis.
6. The programs and/or services offered by this Agreement may be made available to children from districts who are not parties to this Agreement only if the particular program or service to which entrance/utilization is sought can entertain the addition of another child without burdening or interfering in any way with the program or service's operation and/or delivery.
7. The Board shall vote annually to establish the rate of the Non-Member surcharge on all program tuitions, clinic services and related services provided to Non-Member Districts in order to offset administrative costs and to contain costs for Member Districts. This surcharge shall not exceed 25%.
8. The Board may, by majority vote, apply for and accept gifts, grants, enter into contracts or receive contributions from governmental and private sources, whether in cash or in kind.
9. The Collaborative is subject to M.G.L. c. 30B for the procurement of goods and services.

### **B. Collaborative Fund**

1. The Board herein agrees to establish and manage a Collaborative General fund, known as the READS Fund (hereinafter known as the Fund).
2. The Fund shall be the depository of all monies paid by the Member Districts and Non-Member Districts and all grants, gifts, or contracts from the federal government, state government, charitable foundations, private corporations, or any other source; all such monies shall be paid directly to the Collaborative Board and will be deposited in the General fund, in accordance with all applicable law and regulations.

3. The Treasurer, subject to the direction of the Board, shall receive and disburse all money belonging to the Collaborative, without further appropriation.
4. All payments must be approved in accordance with the READS procedure for warrant signing which includes a requirement that all warrants be signed by two of the three Board Members of the Executive Committee.
5. The Treasurer may make appropriate investments of funds of the Collaborative not immediately necessary for operations, consistent with M.G.L. c. 44, § 55B.

**C. Borrowing, Loans, and Mortgages:**

1. The Board may authorize the borrowing of funds or enter into short- or long-term Agreements or mortgages, and acquire or improve fixed assets including real property to support Collaborative operations, subject to the following procedures:
  - a. All borrowing, loans, and mortgages shall be discussed at a public meeting of the Board;
  - b. The Board shall investigate options related to borrowing, loans, and mortgages in order to determine that the terms related to any borrowing, loans and mortgages are the most favorable available at the time of the application;
  - c. The Board shall determine, at a public meeting, through a majority vote, that the terms related to borrowing, loans, and mortgages are cost-effective and are the most favorable available at the time of the application; and
  - d. The Board shall determine, at a public meeting, through a majority vote, that the borrowing, loans or mortgages are necessary to carry out the purposes for which the Collaborative is established.
2. In the event that such borrowing, loan or mortgage is for the acquisition or improvement of real property:
  - a. The Board shall discuss its intent to apply for a real estate mortgage at a public meeting of the Board prior to the meeting of the Board at which the final vote is taken;
  - b. The Board shall provide notice to each Member District within thirty (30) calendar days of applying for real estate mortgages; and
  - c. The Board shall approve such action by a majority vote.

**D. Cumulative Surplus Funds in Excess of the Regulatory Limit**

Unexpended general funds (as defined in 603 CMR 50.00) at the end of the fiscal year, plus any previous year's surplus funds (as determined through the audited financial statements) will be considered cumulative surplus.

1. The determination of cumulative surplus shall not include funds deposited in a capital reserve as provided for in 603 CMR 50.07(10), funds deposited in trust in accordance with M.G.L. c. 32B, § 20, or any amounts prepaid for tuition or services in accordance with M.G.L. c. 40, § 4E.
2. On an annual basis, after the Board has discussed the audit results of the previous fiscal year, the Board shall approve, by majority vote, the final dollar amount of the cumulative surplus.
3. The Board will retain no more than 25 percent in cumulative surplus, in accordance with 603 CMR 50.03(5) (b)10.
4. The Board shall determine whether such final dollar amount of surplus funds is within the established 25 percent limit.

5. If the surplus funds exceed the 25 percent limit, the Board shall determine the amount of funds that will be allocated to the Capital Fund, OPEB Trust, Clinic credit or Tuition credit and amend the budget to reflect those allocations consistent with 603 CMAR 50.07(9) as noted below.

*Cumulative surplus funds in excess of the agreement limit or 25 percent of the audited year's general fund expenditures, must be returned or credited to member districts consistent 603 CMR 50.07(9) and with the process outlined in the collaborative agreement and in the following ways:*

- 1. Credited to member districts for tuition, services, etc. These credits must be used by the end of the fiscal year in which the vote is taken.*
  - 2. Deposited to an irrevocable trust and/or reserve fund. These deposits must be allocated by board vote to an approved capital reserve fund and/or to an irrevocable trust for retiree benefits. Once allocated, such funds are no longer available to the collaborative for any other purpose. Deposits must be made within 30 days after the vote of the collaborative board.*
  - 3. Returned to the school districts/towns. The collaborative board must follow the process as outlined in the collaborative agreement for returning surplus funds to member districts. The return of funds must be made within 30 days after the vote of the collaborative board.*
6. Upon withdrawal of a Member District, the Board shall ensure that the withdrawing Member District shares in any payments from funds designated by the Board for return as Tuition credit as defined in Section VII.D.5.b. to its Member Districts for the current fiscal year of withdrawal only. Other than funds designated by the Board for return to the Member Districts, individual Member Districts choosing to withdraw will not be entitled to receive a share of any other assets of the Collaborative.

#### **E. Annual Budget Preparation**

On an annual basis the Board shall propose a budget for the upcoming fiscal year. The proposed budget shall contain all operating expenditures, capital expenditures, debt service payments, and deposits to capital reserve, to be paid from general fund revenues of the Collaborative. All funds received for the operation of the Collaborative shall be considered general fund revenues with the exception of grants, contracts, or gifts. The annual budget is prepared as early as possible in the previous fiscal year to allow Member Districts to build their own budget, knowledgeable of the Collaborative tuitions. The process is as follows:

1. By April 30 of each year, the Board shall adopt a budget for the upcoming fiscal year. The Board shall identify the programs or services to be offered by the Collaborative in the upcoming fiscal year and the corresponding costs.
2. The proposed budget shall contain all planned financial activity for the upcoming fiscal year.
3. The proposed budget shall be classified into such line items as the Board shall determine, but shall at a minimum delineate amounts for operating expenditures,

and capital expenditures, including debt service payments and deposits to capital reserve.

4. As applicable, capital expenses shall be included in the budget and paid through tuition or fees for programs which they benefit. Capital expenses are defined as the acquisition or improvement of fixed assets, including real property, with a unit cost of \$5,000 and a useful life of one year or more, debt payments and deposits into capital reserve in accordance with 603 CMR 50.02.
5. The proposed budget process used to determine tuition prices for Member District and Non-Member District students, as well as the methodology to determine fees for services and clinic slots is based on the cost of providing Collaborative programs as described below.
  - a. The Executive Director annually determines the projected expenses necessary for each Collaborative program during the next fiscal year, based on an estimate of projected student enrollment in programs and projected Agreements for services.
  - b. The Executive Director identifies the next fiscal year's projected revenue from each funding source. These include a summary of projected receipts from tuitions and fees, grant funds and funds other than general fund revenues (i.e. donations, interest and investment income) based on the current fiscal year.
  - c. The Executive Director determines the total increase or decrease in required revenue needed to balance the overall budget by comparing anticipated revenue with expenses.
  - d. Program Directors present the preliminary budget to their individual SEA sub-committees which review and endorse the budget.
  - e. The Executive Director presents the preliminary budget to the full SEA for endorsement.
  - f. The Executive Director presents the preliminary budget to a joint meeting of the President of the Board, the Personnel Subcommittee of the Board and Finance Sub-Committee of the Board.
6. The Executive Director shall present the proposed budget to the full Board for discussion and shall propose tuition rates and fees needed to balance the budget.
7. The Board shall adopt the final budget by affirmative majority vote at a subsequent meeting no earlier than ten (10) working days after the Board meeting at which the Collaborative budget was first proposed, but no later than June 30 of the preceding fiscal year.

**F. Transmitting the Budget and Payment Terms:**

1. The Treasurer shall certify and transmit the budget, the fees for service, the committed clinic slot cost for membership and the tuition rates for the upcoming fiscal year to each Member District not later than June 30 of the preceding fiscal year.
2. The Collaborative shall invoice Member and Non-Member Districts on a quarterly basis, ninety (90) days in advance for all clinic slot payments and tuition payments. All fees-for-service are billed monthly. Payment shall be received by the Collaborative within 30 days of billing.

#### **G. Procedure for Amending the Budget:**

1. All budget amendments must be in writing and must be submitted to the Executive Director five working days before the Board meeting at which they will be discussed.
2. Any amendment that does not result in an increase in the tuition rates or fees for services shall be discussed by the Board and shall only be approved upon an affirmative majority vote.
3. Any amendment to the budget that results in an increase in the tuition rates, clinic slots, or fees for services shall adhere to the following procedures:
  - a. All Board Members shall, within ten (10) working days of the public meeting at which the amendment was first proposed, report to their Member Districts the content of the proposed amendment to the budget.
  - b. All amendments shall be voted on by the Board at a second public meeting of the Board following the completion of step 3.a. by all Member Districts. Adoption shall require a majority vote.
  - c. The Treasurer shall certify and transmit the amended tuition rates, clinic slots and fees for services to each Member District not later than ten (10) working days following the affirmative vote of the Board.
4. The Board has the authority to reduce tuition rates, clinic slots and fees for services to Member Districts and non-Member Districts, when doing so is determined to be in the best interest of the Collaborative.

#### **SECTION VIII: PROCEDURE FOR AMENDING THE COLLABORATIVE AGREEMENT**

Any and all subsequent amendments and/or revisions to this Agreement voted by the Board shall be subject to approval in accordance with the following procedures:

1. Any Board Member or the Executive Director may propose an amendment to the Collaborative Agreement. An amendment must be prepared in order to admit a new Member District, or to document the withdrawal of a Member District.
2. The proposed amendment shall be included in the posting of a public meeting of the Board.
3. A majority vote of the quorum of the Board is required to approve a proposed amendment except that any amendment that includes the admission of a new district shall require a majority vote of the entire Board as indicated in Section IX; the withdrawal of a district membership shall require a two-thirds vote as indicated in Section X.2; and the termination of the Collaborative Agreement shall require a unanimous vote as indicated in Section XI.
4. The Executive Director shall submit the proposed amendment to the Department for initial review.
5. Following the Department review, the Executive Director shall make such changes as the Department requires.
6. The proposed amendment to the Agreement shall be read a second time at the next regular meeting subsequent to the Department review, at which time, in order to be approved, there must be a majority vote of the Board in favor of the amendment except as detailed in Section 3 above. If the Board makes additional changes to the proposed amendment to the agreement, the document must be resubmitted to the Department for an additional review. Following the Department review and approval by the Board, the

- amended Agreement shall be submitted to the Member Districts and any new Member District(s), for a majority vote to approve the amended Agreement.
7. Once a majority of all Member Districts and all new Member District(s) have approved and signed the amended Agreement, the Collaborative shall submit the signed amended Agreement in accordance with 603 CMR 50.03(4) to the Commissioner for approval by the BESE.
  8. No amendment to the Collaborative Agreement shall be effective until approved and authorized by a majority of the Member Districts and by the BESE, except that any amendment that includes the admission of a new district shall require a two-thirds vote as indicated in Section IX; the withdrawal of a district membership shall require a two-thirds vote as indicated in Section X.2; and the termination of the Collaborative Agreement shall require a unanimous vote as indicated in Section XI.

#### **SECTION IX: PROCEDURE AND TIMELINE FOR ADMITTING NEW MEMBER DISTRICTS**

A school district, through its School Committee, or Charter School Board may become a Member District of the Collaborative consistent with the following terms:

1. Any School Committee or Charter School Board may apply for membership to the Collaborative by giving written notice of such request to join to the attention of the President of the Board. A copy of the vote of the School Committee or Charter School Board vote to seek membership shall accompany the request to apply.
2. Such written request shall be brought before the Board for discussion and action.
3. The request will be reviewed and a decision will be rendered within approximately sixty (60) days of the receipt of the written request to become a Member District.
4. A new Member District may be accepted by a majority vote of the entire Board, subject to majority vote of two-thirds of the Member School Committees, acceptance of the amended Agreement by the new Member District and approval by the BESE. The Collaborative Agreement shall require an amendment consistent with Section VIII of this Agreement.
5. A School Committee or Charter School Board may be admitted to the Collaborative as of July 1<sup>st</sup> of any fiscal year provided that all required approvals, including that of the BESE and Member Districts, are obtained by the preceding April 30<sup>th</sup> of the fiscal year prior to the fiscal year in which the new Member District is to be admitted to the Collaborative.
6. Pending approval of the amendment by the BESE, the Board may by majority vote extend the rights, privileges and membership responsibilities, with the exception of voting, to the districts that have been approved for membership by the Board and Member Districts as of July 1<sup>st</sup> of the fiscal year that membership would begin. These privileges include the right to receive member tuition rates and access to all services provided to Member Districts. The school committee or charter school Board may designate a non-voting representative to the Board until BESE approval of the amendment and may contribute to discussions before the Board and receive all correspondence from the Collaborative. The rights and privileges extended to the pending district will be contingent upon fulfilling 1) the responsibility to commit to purchase at least one clinic slot per quarter as an annual requirement of membership and 2) the responsibility to attend Board meetings and participate in governance of the Collaborative (with the exception of voting on matters before the Board).

**SECTION X: PROCEDURE AND TIMELINE FOR WITHDRAWAL OF CURRENT MEMBER DISTRICT(S)**

1. Any Member District, by appropriate vote, must give six (6) months written notice to the Board of READS Collaborative of its intent to withdraw from the Collaborative.
2. The Board must approve the withdrawal by a two-thirds vote. The Member Districts must approve the withdrawal by a majority vote consistent with the process for amending the Collaborative Agreement in Section VIII.
3. No Member District can withdraw membership except at the end of the fiscal year provided the six (6) months notice is given and provided that the BESE has approved the withdrawal by April 30th of the fiscal year in which the withdrawal is to occur.
4. No Member District who withdraws from the Collaborative shall be entitled to any asset of the Collaborative except that a withdrawing Member District shall be entitled to the tuition credit referenced in Section VII.D.5.b. The tuition credit for the withdrawing district may be applied to subsequent year tuition or paid to the withdrawing district in accordance with Section VII.D.5.b.
5. Any Member District or Member Charter School Board that withdraws will still be responsible for outstanding payments due to the Collaborative.
6. A Member District or Member Charter School Board that has withdrawn from the Collaborative will continue to be liable to the Collaborative for its share of liability in the collaborative of any debts, claims, demands, or judgments against the Collaborative, incurred during said school committee's or charter school Board's membership based on percentage of fiscal participation during that membership.
7. The withdrawal of any Member District(s) shall require an amendment to the Collaborative Agreement consistent with Section VIII.

**SECTION XI: PROCEDURE FOR TERMINATION OF THE COLLABORATIVE AGREEMENT**

1. The process to terminate the Collaborative must be initiated by following the process for amending the Collaborative Agreement as outlined in Section VIII except that in order for the Collaborative to be terminated, the Board must vote unanimously to begin the process to terminate the Agreement.
2. Each Member District must provide written evidence of approval by majority vote of the Member School Committee or Charter School Board to terminate this Agreement by sending an intent to terminate and a copy of the vote or approved minutes to the attention of the Executive Committee at least 9 months in advance of the end of the fiscal year.
3. The Board shall review the intent to terminate notices at the first meeting after a majority of School Committee votes have been received by the Executive Committee.
4. The Board shall take action to terminate the Agreement at the next subsequent Board meeting by a majority vote of the entire Board.
5. Written notice of intent to terminate will be provided to Non-Member Districts accessing the programs and services of the Collaborative, at least six (6) months before the end of such fiscal year.
6. Following the affirmative vote of all Member Districts to terminate the Collaborative Agreement, the Board shall submit the documentation required by 603 CMR 50.11 to the Department.



7. Upon termination of this Agreement, the Board shall:
  - a. Determine the fair market value of all assets of the collaborative, including, but not limited to, real estate, capital property, equipment, and supplies owned by the collaborative;
  - b. Determine the process for the appropriate disposition of federal/state funds, equipment and supplies;
  - c. Identify the Member District responsible for maintaining all fiscal records;
  - d. Identify the Member District(s) responsible for maintaining employee and program records;
  - e. Ensure the confidential return of records related to individual students to the sending Member or Non-Member Districts;
  - f. Determine the means of meeting all liabilities (debts and obligations) of the collaborative, including obligations for post-employment benefits. All liabilities must be met before any monies are distributed to Member Districts;
  - g. Provide for a final fiscal audit and ensure the appropriate disposition of all assets and liabilities of the collaborative, including any unencumbered funds held by the collaborative, and any capital property and real estate owned by the collaborative. Unless the Board determines otherwise, all assets shall be sold and the monies shall be used to fund any liabilities. Net assets will be distributed to the Member Districts.
8. The Board will utilize a two-fold process to distribute net assets:
  - a. **Part I** of the process recognizes contributions of perpetual/existing Member Districts who have contributed to the development and expansion of the Collaborative over the past four decades. Perpetual/existing Member Districts are those included in the allocation figures below:

After all liabilities have been met and a final audit has been completed the net assets as determined by an audit performed as of June 30, 2013 are to be apportioned to the perpetual/existing Member Districts according to the following formula: Abington – 8%, Berkley – 1%, Bridgewater-Raynham Regional – 18%, Carver – 3%, Dighton-Rehoboth Regional – 6%, East Bridgewater – 3%, Freetown-Lakeville Regional – 8%, Marion – 1%, Mattapoisett – 4%, Middleborough – 11%, Rochester – 4%, Taunton – 22%, West Bridgewater – 11%.
  - b. **Part II** recognizes contributions of all districts who may become Member Districts after July 1, 2013.

After all liabilities have been met and a final audit has been completed the FY 13 net asset figure will be deducted and apportioned according to the formula in Part I. The remaining net assets will then be apportioned to all Member Districts at the time of termination of the Agreement based on fiscal contribution. The fiscal contribution is purely a calculation of percentage of fiscal participation in the Collaborative over the period of membership from July 1, 2013 to the date of dissolution.

Should the Department revoke and/or suspend the approval of the educational Collaborative Agreement, the Board will follow all instructions from the Department, and Section XI shall be implemented to the extent these procedures are consistent with the order of the Department terminating the Collaborative Agreement.

## **SECTION XII: INDEMNIFICATION**

Neither the Executive Director nor any other employee of the Collaborative, nor any appointed representative to the Board, shall be liable to the Collaborative or to any Member District thereof for any act or omission of the Executive Director or any other employee of the Collaborative or any appointed representative to the Board, or be held personally liable in connection with the affairs of the Collaborative, except only for liability arising out of his own willful misfeasance, bad faith, gross negligence or reckless disregard of duty to the Collaborative, or its Member Districts.

Neither the Executive Director nor any other employee of the Collaborative nor any appointed representative to the Board or Member District shall be personally liable for any debt, claim, demand, judgment, decree, liability or obligation of any kind of, against or with respect to the Collaborative, or arising out of any action taken or omitted for, or on behalf of the Collaborative and the Collaborative shall be solely liable therefore and resort shall be had exclusively to the Collaborative property for the payment or performance thereof and each appointed representative to the Board, Member School Committee and the Executive Director or any other employee of the Collaborative shall be entitled to full indemnity and full reimbursement out of Collaborative property, including, without limitation, fees and disbursements of counsel, if, contrary to the provision hereof, such appointed representative to the Board, Executive Director or any other employee of the Collaborative or Member School Committee shall be held personally liable. Any person dealing with the Collaborative shall be informed of the substance of this provision except that any such person need not be informed of the indemnification contained herein and, where the Board deems it appropriate, documents or instruments executed by or by authority of the Board shall contain reference hereto.

The Executive Director or any other employee of the Collaborative and his/her legal representatives and each appointed representative to the Board and his/her legal representatives, and each Member School Committee and its legal representatives shall be indemnified by the Collaborative against all liabilities and expenses, exclusive of amounts paid in settlement and counsel fees, incurred in reasonable settlement of any action, suit or proceeding to which such appointed representative to the Board, Member School Committee or Executive Director or any other employee of the Collaborative or his/its legal representatives may be made a party or otherwise involved by reason of his/its capacity as an appointed representative to the Board, Executive Director or any other employee of the Collaborative or Member School Committee, except only liabilities and expenses arising out of his/its own willful misfeasance, bad faith, gross negligence or reckless disregard of duty to the Collaborative as finally adjudged in such action or, in the event of settlement or termination of such action without final adjudication, as determined by independent counsel for the Collaborative. Said right of indemnification shall be in addition to any other rights to which such appointed representatives to the Board or Executive Director or any other employee of the Collaborative or Member School Committee may be entitled as a matter of law or which may be lawfully granted to him/her.

**This Agreement shall become effective on July 1, 2023 and shall continue indefinitely, providing that all requisite approvals, including that of the Board of Elementary and Secondary Education have been obtained no later than April 30, 2023. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.**

**Dates approved by Member School Committees and signatures:**

2/28/23  
Date of School Committee Vote

Christopher P. Coyle  
Name of CHAIRPERSON of Abington School Committee (Please Print)

  
Signature of CHAIRPERSON of Abington School Committee

3/3/23  
Date

2/7/23  
Date of School Committee Vote

Jennifer Downing  
Name of CHAIRPERSON of Acushnet School Committee (Please Print)

Jennifer Donning  
Signature of CHAIRPERSON of Acushnet School Committee

2/7/23  
Date

2/13/2023  
Date of School Committee Vote

Tara A. Weber  
Name of CHAIRPERSON of Berkley School Committee (Please Print)

Signature of CHAIRPERSON of Berkley School Committee

2/13/2023  
Date

### Date of School Committee Vote

Christopher Andrade  
Name of CHAIRPERSON of Dighton-Rehoboth Regional School Committee (Please Print)

  
Signature of CHAIRPERSON of Dighton-Rehoboth Regional School Committee

2-28-23  
Date

Date approved by READS Collaborative Board of Directors: 1/19/2023

Dates approved by Member School Committees and signatures:

East Bridgewater School District  
February 14, 2023  
Date of School Committee Vote  
Ellen Pennington  
Name of CHAIRPERSON of East Bridgewater School Committee (Please Print)  
Signature of CHAIRPERSON of East Bridgewater School Committee  
2/14/23  
Date

Freetown-Lakeville Regional School District  
2-15-2023  
Date of School Committee Vote  
Steve Owen  
Name of CHAIRPERSON of Freetown-Lakeville Regional School Committee (Please Print)  
Signature of CHAIRPERSON of Freetown-Lakeville Regional School Committee  
2-15-2023  
Date

Marion School District  
3/8/23  
Date of School Committee Vote  
Name of CHAIRPERSON of Marion School Committee (Please Print)  
Signature of CHAIRPERSON of Marion School Committee  
3/8/23  
Date

Mattapoisett School District  
2-27-2023  
Date of School Committee Vote  
Carly E. Lavin  
Name of CHAIRPERSON of Mattapoisett School Committee (Please Print)  
Signature of CHAIRPERSON of Mattapoisett School Committee  
2-27-23  
Date

Middleboro School District  
2/15/23  
Date of School Committee Vote  
Richard J. Young  
Name of CHAIRPERSON of Middleboro School Committee (Please Print)  
Signature of CHAIRPERSON of Middleboro School Committee  
2/16/23  
Date  
RECEIVED

**SECTION XIII: EFFECTIVE DATE**

This Agreement shall become effective on July 1, 2023 and shall continue indefinitely, providing that all requisite approvals, including that of the Board of Elementary and Secondary Education have been obtained no later than April 30, 2023. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by READS Collaborative Board of Directors: 1/19/2023

Dates approved by Member School Committees and signatures:

Rochester School District

2/14/23  
Date of School Committee Vote

Pharon L. Hartley  
Name of CHAIRPERSON of Rochester School Committee (Please Print)

Pharon L. Hartley  
Signature of CHAIRPERSON of Rochester School Committee

2/14/23  
Date

Somerset School District

2.16.23  
Date of School Committee Vote

Robert Gaw  
Name of CHAIRPERSON of Somerset School Committee (Please Print)

Robert Gaw  
Signature of CHAIRPERSON of Somerset School Committee  
Vice

2/16/23  
Date

Taunton School District

2/15/2023  
Date of School Committee Vote

Garrett Q. Melo  
Name of CHAIRPERSON of Taunton School Committee (Please Print)

Garrett Q. Melo  
Signature of CHAIRPERSON of Taunton School Committee

2/15/2023  
Date

West Bridgewater School District

3/6/2023  
Date of School Committee Vote

DONNA J. HOLME  
Name of CHAIRPERSON of West Bridgewater School Committee (Please Print)

Donna J. Holme  
Signature of CHAIRPERSON of West Bridgewater School Committee

3/6/2023  
Date

**SECTION XIII: EFFECTIVE DATE**

This Agreement shall become effective on July 1, 2023 and shall continue indefinitely, providing that all requisite approvals, including that of the Board of Elementary and Secondary Education have been obtained no later than April 30, 2023. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

**Date approved by READS Collaborative Board of Directors: 01/19/2023**

Dates approved by Member School Committees and signatures:

**Somerset-Berkley Regional School District**

2-15-2023  
Date of School Committee Vote

Jenifer Andrews  
Name of CHAIRPERSON of Somerset-Berkley School Committee (Please Print)

[Signature]  
Signature of CHAIRPERSON of Somerset-Berkley School Committee

2/15/2023  
Date

**Bridgewater-Raynham Regional School District**

\_\_\_\_\_  
Date of Vote

\_\_\_\_\_  
CHAIRPERSON, Bridgewater-Raynham Regional  
School Committee

\_\_\_\_\_  
Date

**Bristol-Plymouth Regional Technical School District**

\_\_\_\_\_  
Date of Vote

\_\_\_\_\_  
CHAIRPERSON, Bristol-Plymouth Regional Technical  
School Committee

\_\_\_\_\_  
Date

**Carver Public Schools**

\_\_\_\_\_  
Date of Vote

\_\_\_\_\_  
CHAIRPERSON, Carver School Committee

\_\_\_\_\_  
Date

**Norton Public Schools**

\_\_\_\_\_  
Date of vote

\_\_\_\_\_  
CHAIRPERSON, Norton School Committee

\_\_\_\_\_  
Date

**Approved on behalf of the Massachusetts Board of Elementary and Secondary Education, by the Commissioner of Elementary and Secondary Education:**

[Signature]  
Commissioner of the Department of Elementary and Secondary Education

07/01/2023  
Effective Date

**MARION PUBLIC SCHOOLS**

**Marion, Massachusetts**

TO: Town Clerk, Town of Marion, Massachusetts  
DATE: June 9, 2023  
SUBJECT: Meeting Notice

Pursuant to Chapter 30A of the Massachusetts General Laws, you are notified of the following REGULAR meeting of the **MARION SCHOOL COMMITTEE**.

Tuesday, June 13, 2023 at 6:30 p.m.

*This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in the Community Room at Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom. Public is able to attend in person or via zoom*

If you need more information about this meeting, please feel free to call 508-758-2772 ext. 1956.

Respectfully submitted,  
Melissa Wilcox, Executive Assistant to the Superintendent



**MARION SCHOOL COMMITTEE MEETING  
MARION PUBLIC SCHOOLS  
16 Spring Street, Marion, Massachusetts**

**June 13, 2023**

**ZOOM LINK:**

<https://oldrochester-org.zoom.us/j/99553477026?pwd=TW1OZEpuR1UkdaWlRhN2VaU3FsQT09>

Meeting ID: 995 5347 7026

Passcode: 185691

*This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in the Community Room at Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom. Public is able to attend in person or via zoom.*

**TIME: 6:30 p.m.**

**MEETING TO ORDER**

**RECOGNITION PRESENTATION**

**XII. Executive Session**

**I. Approval of Minutes**

**A. Minutes**

- 1. Regular Minutes: May 10, 2023**
- 2. Executive Session Minutes: May 10, 2023**
- 3. Budget Subcommittee Minutes**

**II. Consent Agenda**

**III. Agenda Items Pending**

**IV. General**

**A. Approval of Memorandum of Agreement**

**B. School Improvement Plan Update**

**C. Approval of 2023-2024 Leases**

**D. Approval of Donation(s)**

**E. Literacy Program Curriculum Adoption**

**F. Approval of Disposal of Library Materials**

**G. MASC Training Discussion**

**V. New Business**

**A. Policy Review**

**B. Curriculum**

**C. Business**

- 1. Financial Report**
  - a. Revolving Account Balances
- 2. Food Service Report**
- 3. Facilities Report**
- 4. Budget Transfers**

**D. Personnel**

**VI. Special Report**

**VII. Unfinished Business**

**CHAIRPERSON'S REPORT**

**CENTRAL OFFICE ADMINISTRATORS REPORT**

**PRINCIPAL'S REPORT**

**VIII. School Committee**

**A. Committee Reports**

- 1. Budget Subcommittee**
- 2. Building Committee**
- 3. ORR District School Committee**
- 4. SMEC**
- 5. Early Childhood Council**
- 6. READS**
- 7. Tri-Town Education Foundation**
- 8. Policy Subcommittee**
- 9. School Council**

## ADJOURNMENT