MATTAPOISETT SCHOOL COMMITTEE MEETING

Mattapoisett, Massachusetts BY: HYBRID FORMAT

MEETING MINUTES September 21, 2023

Regular meeting of the Mattapoisett School Committee was held on Thursday, September 21, 2023, and called to order by Chairperson Carly Lavin at 6:31pm.

Chairperson Lavin stated the meeting is being conducted via hybrid format and the public has the ability to participate in-person or remotely through zoom with the link provided.

MEMBERS PRESENT: Carly Lavin, Chairperson (in-person); James Muse, Vice-Chair (in-person); Cristin Cowles (remote); and Tiffini Reedy (in-person).

MEMBERS ABSENT: Amanda Hastings

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching and Learning (in-person); Howard Barber, Assistant Superintendent of Finance and Operations (in-person); Kristine Lincoln, Interim Director of Students Services (in-person); Dr. Linda Ashley, Principal — Center School (in-person); Kevin Tavares, Principal — Old Hammondtown School (in-person); Melissa Wilcox, Recording Secretary (in-person), teachers; staff; parents; members of the press and public via zoom or in-person.

MEETING TO ORDER:

Chairperson Lavin stated in accordance with Massachusetts Open Meeting Law, the Agenda has been set, the meeting is being recorded, and unless there are any emergencies that need to be added, the Agenda will be followed as outlined.

School Committee Recognition

Superintendent Nelson, Chairperson Lavin and the administration recognized and welcomed new staff. Please see appendix A.

I. Approval of Minutes:

1. A. 1. Approval of Minutes – Regular Session – June 20, 2023

Recommendation:

That the School Committee review and approve the minutes of June 20, 2023.

MOTION: by Tiffini Reedy to approve the Regular Meeting minutes of June 20, 2023 as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

IV. General

A. Approval of Plaque

Recommendation:

That the School Committee review a request from Kimberly Clough, granddaughter of Franklin A. Caswell, Jr., to place a plaque at Caswell Circle at Old Hammondtown School in Mr. Caswell's honor.

Principal Tavares stated that he worked with 'Bronc' for many years and he did love his job, as the plaque says. Ms. Clough explained that she would like people to know why it is called Caswell Circle.

School Committee Feedback:

Chairperson Lavin commended the idea and said it is a great way to connect the history of the school.

Mr. Muse agreed that is very important to keep the history alive.

MOTION: by Carly Lavin to approve the plaque at Caswell Circle in honor of Mr. Caswell as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

B. Opening Day Update

Recommendation:

That the School Committee hear an update from administration.

Superintendent Nelson stated the following:

This past Monday we welcomed back our faculty and staff members to the 2023-2024 school year. Following tradition - all staff members were greeted at the ORR Campus for light refreshments and an opportunity to catch up with one another from 7:30 - 8:20. It is always exciting when the staff from all six of our schools can come together in one place. Many of our students who serve as AmbassadORS or Project 351 Influencers were present on campus to welcome back staff members. Next, the faculty and staff members transitioned to the high school auditorium for our opening day ceremony.

First, I had the privilege of offering opening remarks to our incredible team - my comments focused on our purpose as educators and the opportunities that a new school year brings. Dr. Fedorowicz then shared with the audience the happenings in teaching and learning and what the upcoming year will bring from a teaching and learning perspective. Next, we spent time recognizing the service of our educators and staff members from across our schools. Kim Amato hit her 15 year milestone and Lynne Arruda has met the 25 years of service milestone for Rochester Memorial School. Of particular note - Margaret DeMello at Old Hammondtown School is currently at 49 years of service and counting! We also spent time introducing new members of the faculty and staff during our opening day ceremony - as it is important to provide a warm welcome to our new colleagues.

From there - Niah Gonzales, a 6th grade student from Sippican School took over the podium. Niah is a Project 351 Influencer and simply an amazing young lady. Simply put - she provided a powerful keynote speech to the audience regarding the important roles our faculty play in the lives of our students. After watching Niah speak - I have no doubt that our community will continue to hear more and more about this young leader. Niah also introduced our closing speaker Mr. Steve Gross from the Life is Good Company. Steve spent valuable time with our educators discussing the power of optimism - while acknowledging the incredibly hard and complex work our teachers and staff take on each day for our students. Just as planned - Mr. Gross met the mark by setting a positive tone for the school year - challenging us all to look for the opportunities in all situations that can lead to positive outcomes.

C. Approval of Grant(s)

Recommendation:

That the School Committee review for approval an OpenSciEd grant for grade 5 in the amount of \$4,100.

Superintendent Nelson stated the following:

Tonight it is recommended that the Mattapoisett School Committee accept an OpenSciEd Grant Fund Code 599 in the amount of \$4,100. The grant allocation allows for training costs, covers substitute costs, and supplies and materials.

School Committee Feedback:

Chairperson Lavin asked to confirm if this was to evaluate bringing OpenSciEd to grade 5 or a pilot. Dr. Fedorowicz confirmed that it is a grant to pilot two units to grade 5, which will work well with already having the pilot up and running in grades 6 through 8.

MOTION: by James Muse to approve the OpenSciEd grant for \$4,100 as presented Tiffini

SECONDED: Reedy OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

D. Approval of Disposal of Materials

Recommendation:

That the School Committee review for approval the disposal of materials.

Superintendent Nelson stated the following:

It is recommended that the school committee approve the disposal of the Reading Street materials to be recycled as they are no longer in use after the adoption of the new literacy program IntoReading.

MOTION: by Carly Lavin to approve the disposal of the literacy materials as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

E. Approval of Student Handbook

Recommendation:

That the School Committee review the 2023-2024 student handbook.

Superintendent Nelson stated the following:

Dr. Ashley and Mr. Tavares have provided a draft student handbook for the school committee to review this evening. Changes are highlighted throughout the document.

Mr. Tavares reviewed the document explaining no significant changes were made, mainly updating dates and reflecting changings in staff. He noted that all the elementary principals have been working together to better align the student handbooks across all three districts. Please see appendix B.

School Committee Feedback:

Ms. Reedy asked how it works if a student is absent during MCAS. Dr. Ashley confirmed that the state allows for a make-up window so anyone that missed testing can make it up.

MOTION: by Carly Lavin to approve the 2023-2024 Student Handbook with revisions as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

V. New Business

B. Business

1. Financial Report

Recommendation:

That the School Committee hear a report from Mr. Barber.

Mr. Barber reported that the Mattapoisett School District has closed its Fiscal Year June 30, 2023 year-end with remaining funds in the amount of \$18,647 in the Bristol County Agricultural High School fund and the general funds remaining were \$3,325.

2. Food Services Report

Recommendation:

That the School Committee hear a report from Mr. Barber.

Food Service Director's Report (By: Jill Henesey) dated September 2023 as follows:

Center School

- It is my pleasure to announce that the state of Massachusetts is 8th in the country to provide Universal Free School Meals to All students regardless of income permanently.
- Extra items will be available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- We had a successful summer feeding all of the district students during the Acceleration Program.
- The Food service team participated in a full day of professional development training on 08/29.
- Friendly reminder to visit the food service website orrschoolmeals.com or access the page via the school website to check out the interactive menus, add/transfer funds, or apply for meal benefits.
- We look forward to a great new school year ahead and feeding all of our children!
- Fun Fact: SY 22-23 Center served 10,352 breakfast meals and 22,401 lunch meals for the year!

Old Hammondtown School

- It is my pleasure to announce that the state of Massachusetts is 8th in the country to provide Universal Free School Meals to All students regardless of income permanently.
- Extra items will be available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- We had a successful summer feeding all of the district students during the Acceleration Program.
- I am happy to announce that the new serving line have been installed over the summer.
- The Food service team participated in a full day of professional development training on 08/29.

- Friendly reminder to visit the food service website orrschoolmeals.com or access the page via the school website to check out the interactive menus, add/transfer funds, or apply for meal benefits.
- We look forward to a great new school year ahead and feeding all of our children!
- Fun Fact: SY 22-23 OHS served 8,633 breakfast meals and 20,144 lunch meals for the year!

3. Facilities Report

Recommendation:

That the School Committee hear a report from Mr. Barber.

Facilities Director's Report (By: Gene Jones) dated September 2023 as follows:

Center Elementary School

- All firefighting systems have been inspected/tested including the ANSUL (kitchen fire suppression system), fire sprinkler, kitchen hoods and stationary fire extinguishers.
- The boilers have been cleaned, serviced and inspected.
- Annual air quality testing of facility completed, no actions required.
- HVAC Capital Project completed. Contractor fine tuning controls.
- Completed routine maintenance on all facility systems.

Old Hammondtown Elementary School

- All firefighting systems have been inspected/tested including the ANSUL (kitchen fire suppression system), fire sprinkler, kitchen hoods and stationary fire extinguishers.
- The boilers have been cleaned, serviced and inspected.
- Annual air quality testing of facility Completed, no action required.
- Installed new food service serving line.
- Work-study painted two hallways.
- Replaced aged Fire Panel (capital funded).
- Completed routine maintenance on all facility systems.

D. Personnel

The following staff members were hired for the 2023-2024 school year.

Kristine Lincoln – Interim Director of Student Services

Teah Keogh – ELL Specialist

Katie Trudell – Teacher, Grade 5

Katie Crowley – Lunch/Recess Aide

Alda Medeiros - Special Education Secretary

The following staff members retired/resigned/non-renewal.

Craig Davidson – Director of Student Services

Kathy Dranchak – ELL Specialist

Kayleigh Lake – Lunch/Recess Aide

Colleen Johns – Library Specialist

VI. CHAIRPERSON'S REPORT:

Chairperson Lavin stated the following:

I'd like to turn our attention to the largest theme from this committee last school year: new Literacy program. It's finally here, the work to review and find the right program is behind us...but no one in this school community should be fooled - the hard work is now squarely in front of us. This new literacy program is a massive change and the district will need continued leadership from this committee, Superintendent Nelson, Dr. Fedorowicz, Mr. Tavares and Dr. Ashley. We have a long-term goal that will require passion and perseverance to successfully implement. We need grit from everyone, from top to bottom. It'll be easy to get overwhelmed and discouraged, but I'd urge everyone to stay the course. This is an opportunity for our children to see some of the important figures in their life model grit by practicing these new skills and putting consistent effort, coupled with a growth mindset and embracing a sense of greater purpose. So I will close with a sincere Thank You to our teachers for your willingness to try a new program. On behalf of this committee, we acknowledge that there may be growing pains and the trajectory may not be straight path up, but we believe in you, and our whole school community to push the literacy of our earliest learners forward.

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Superintendent Nelson thanked the administration team, faculty and staff for a successful reopening of schools. He visited each building and many classrooms throughout the day and enjoyed seeing the students back and the positive energy throughout. The administration has already participated in multiple well-attended, open house events and this is the third school committee meeting. Superintendent Nelson thanked everyone that participated in the Vision2028 Strategic Plan process, which he anticipates will be approved at the next Joint School Committee meeting next week. At this meeting, he hopes the committee will agree to appoint Interim Director of Student Services Kristine Lincoln and adopt the Professional Development plan for 2023-2024. Lastly, Superintendent Nelson thanked the staff that worked with him on the new website including Mr. Barber, Erin Bednarczyk and Melissa Wilcox, along with ORCTV for their drone footage. The new website was successfully launched last month. The Superintendent's newsletter and Principal's newsletters are also available on the website and a new app is in the works for this coming school year to continue to streamline communication to families.

Dr. Fedorowicz reported the following: *OpenSciEd:*

We received a grade 5 OpenSciEd grant to continue the rollout of OpenSciEd to the next grade level for materials and Professional Development. This year we are piloting two beta units. One of our teachers, Mr. Squire, attended the summer training which was covered by the grant so he could start the first unit this fall. A special thank you to him for taking some time in the summer to attend professional development to kick off the year! For grade 6, we are currently in our second year of a 3-year implementation plan piloting two additional units for a total of four this year which is still covered by the grant along with Professional development.

New Teacher Induction:

New Teacher Induction was held before school started on August 24th. We provided an overview of Teaching and Learning, Technology, and Student Support services before heading to their buildings to set up their classrooms. Thank you to the Mentors and principals in supporting our new teachers. I also want to thank Kim Read for the time and energy she took by creating a welcoming setup for our new teachers.

Literacy

We are really excited to start the year with a brand new reading curriculum and assessment aligned to the Science of Reading and DESE's Curate which we were able to purchase with the help of a grant last year. We ended last year with initial voluntary virtual training before summer for those that were available to attend. We had close to 50 teachers between all three districts attend. Our first full PD day fully supported teachers with IntoReading and DIBELS training to jumpstart the year. Our next PD session on Sept. 27th will provide more advanced training around IntoReading. Future PD will involve targeted training in the Science of Reading. In addition, we continue to partner with the HILL to support our teachers in the implementation of the new reading program and data analysis. We will be working on an informational parent/guardian night with the new reading curriculum later this fall so parents are able to view the new curriculum and ask questions. Teachers are still acclimating as we just got started this month so we are giving them some time to become familiar with the curriculum.

I want to thank Dr. Ashley, Mr. Tavares, Kim Read, IT, teachers and the custodial staff for all of their hard work and organization this summer to ensure that all the materials were ready to go for the teachers and students! I also want to extend a thank you to School Committee for all of your support. It was a big undertaking last year to get us where we are today...and we will be continuing support for teachers over the next 2-3 years. Thank you to teachers as this is hard work and a big change. I am looking forward to the continued work and support with all of you for this coming year! I think it will be a wonderful year!

Ms. Lincoln reported the following:

I would like to thank Mr. Charley West and Mr. Kyle Letendre for their leadership in running the SAIL program and commend them on their hard work organizing, collaborating and building a successful team this summer. Over the six week program courses addressed topics of science, mathematics, reading and writing. Activities supported building skills in the areas of team building, communication, collaboration, creativity and critical thinking. Together with the staff they provided a positive and engaging learning environment on the high school campus this summer. Also, Mr. West in collaboration with Ms. Hughes and Ms. Aarsheim oversaw a grant funded summer enrichment program in the afternoon on the high school campus, focusing on academic and social emotional growth. Students were involved in activities focusing on but not limited to physical fitness, the arts and project-based learning. As we open the school year, our special education team is collaborating with classroom teachers

to implement accommodations and supporting access to the curriculum. They are working with students, setting a positive learning environment for the new school year.

PRINCIPAL'S REPORTS

Mr. Tavares reported the following:

The new school year is underway and I couldn't be more excited about what the weeks and months ahead have to offer. This year, we have a lineup of fantastic activities, educational projects, and exciting lessons planned to make learning enjoyable and meaningful. I am happy to report that we welcomed 49 new students to 4th grade, and 121 returning 5th and 6th grade students. OHS opened its doors to families and friends on Wednesday, September 6th for our annual Open House. Attendance was quite high with over 150 families in attendance.

Communication and collaboration are key components of a successful academic journey, and I am happy to announce that a weekly SMORE will be sent to families on Sundays this year. This School to Home newsletter will highlight happenings at school, as well as, important dates and times for activities that are going on at school. The OHS chorus had its first rehearsal on Friday, September 15th and our concert band had its first rehearsal on Thursday, September 14th. Jazz band tryouts took place on Wednesday, September 13th and we can't wait to hear them in December at our annual holiday concert.

Artist Bren Bataclan will visit OHS on Monday, September 18th to celebrate our new cafeteria mural. Mr. Bataclan worked with last year's 4th-grade students to create funny food-related characters. He then took each student's unique character and painted them on the walls of the cafeteria. This opportunity would not have been possible without the continued support of the Mattapoisett PTA and we could not be more thankful. The mural looks amazing and has transformed the cafeteria into a much happier place.

The new District Literacy Program is up and running and the staff has hit the ground running. The training and professional development provided by the Office of Teaching and Learning has set the foundation for this new initiative. This year is all about embracing new challenges, building strong friendships, and working towards our full potential. There will be laughter, learning, and moments that will make this school year memorable and we can't wait to see where it will lead us. The adventure is about to begin, and we're thrilled to have you be a part of it!

Staffing Changes:

- OHS welcomes Ms. Katie Trudell. Katie joins our 5th grade team and has hit the ground running. Katie spent 3 years teaching in New Bedford before accepting her position at OHS and we couldn't be more happy to have her onboard.
- Laura Mirabito, former 6th grade teacher at OHS, has transitioned to her new role as our Center/OHS librarian.
- Jocelyn Mare, former 5th grade teacher at OHS, has moved to the 4th grade.
- Julie Letourneau, former 4th grade teacher, has moved to the 6th grade.

Dates to Remember:

Monday, 9/18

• Unveiling of the mural in the cafeteria by artist Bren Bataclan

Tuesday, 9/19

- Jazz Band 4:00 pick up
- Running Club pick up 4:00 Center School

Wednesday, 9/20

- Band Practice 7:30am
- Sportfit pick up 4:00pm

Thursday, 9/21

- Band Practice 7:30am
- Robotics pick up 4:00

Friday, 9/22

• Chorus 7:45 am

Dr. Ashley reported the following:

- \sim We have had a wonderful start to the school year at Center School. We welcomed 208 students in grades K 3 and 25 students in Project Grow.
- ~We welcomed three new staff members to the Center School Team.

- Mrs. Laura Mirabito is excited about her new role as the librarian for Center and OHS. She looks forward to sharing her passion for literacy with PreK 6 students.
- o Mrs. Katie Crowley is enjoying her role as our lunch/recess monitor and paraprofessional. She is excited to work with students and support classroom instruction.
- o Mrs. Alda Medeiros began her position as the special education secretary for Center and OHS. She looks forward to working with teachers and families to support special education processes.
- ~A big thank you to Ms. Sevigny, our school secretary, for her work preparing for a successful start to the new school year.
- ~A big high five to our custodian team, led by Mr. Barbosa, who worked all summer to clean our school from top to bottom. Everything is gleaming!
- ~This year will be exciting for students, teachers, and families. Each classroom will implement our newly adopted core literacy program, Into Reading, published by Houghton Mifflin Harcourt. All the literacy materials have arrived and are ready for teachers and students. Teachers will participate in literacy professional development with Hill for Literacy consultants focused on program implementation throughout the year. We will be hosting literacy information opportunities for families this year. Teachers will send Into Reading Family Letters to families at the beginning of each module. Families play an essential role in children's love of reading and literacy development.

September and October 2022 - Upcoming events:

September 15 - October 15 ~ Hispanic and Latin Heritage Month

September 27 ~ Early Release Day

October 5 ~ Center School Lifetouch Picture Day

October 5 - PTA Meeting @ 7:00 PM

October 9 - Columbus Day - No School

October 19 and 20 - Parent/Guardian Conferences - Early Release Day

VIII. School Committee

A. Committee Reports

- 1. ORR District School Committee James Muse reported that at the recent meeting they reorganized and approved a grant for the junior high school facilitating cell phone security and use. They also discussed the free and reduced lunch application and hope families do apply because it helps the district in other areas even through meals are free now.
- 2. SMEC Ms. Reedy reported they meet next week.
- 3. READS Mr. Nelson reported that they convened on September 14th and Ms. Lincoln accompanied him. It was Ms. Medeiros' first meeting as the next Executive Director and they discussed new hires, conducted budget work and future plans for 2023-2024.
- 4. Early Childhood Council no report.
- 5. MASC no report.
- 6. Mattapoisett Capital Planning no report.
- 7. Tri-Town Education Foundation Superintendent Nelson reported that they did meet earlier today and focused on welcoming new members, talking about the future of the foundation and reorganization. Ms. Doreen Lopes was appointed chairperson.
- 8. Policy Subcommittee Cristin Cowles reported they are meeting in October.
- 9. Budget Subcommittee No report.
- 10. Equity Subcommittee No report.

B. School Committee Reorganization

Chairperson Lavin informed the committee that there has been some change in the Capital Planning Committee within the town so she would like the committee to consider her becoming the primary member as she has become a more experienced member of the Committee due to the changes. Ms. Reedy could become the alternate.

MOTION: by James Muse to nominate Carly Lavin as the primary member of the Capital Planning Committee and

Tiffini Reedy as the alternate

SECONDED: Tiffini Reedy

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

Chairperson Lavin asked the committee to consider adding an alternate to the Subcommittees that Amanda Hastings is the primary member of as back up.

Tiffini Reedy volunteered to the be alternate for the Tri-Town Education Foundation, Carly Lavin volunteered for the Sick Bank Leave and Cristin Cowles volunteered for the Equity Subcommittee

MOTION: by Tiffini Reedy to nominate James Muse for Chairperson

SECONDED: Cristin Cowles

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

IX. Future Business

A. Timeline

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

Mattapoisett School CommitteeJoint School CommitteeOctober 26, 2023 at 6:30pmSeptember 28, 2023 at 6:30pm

Hybrid Format Hybrid Format

B. FUTURE AGENDA ITEMS

- Approval of new School Council goals (October)
- Approval of new School Improvement Plan (October)
- MCAS Results Report (November/December)
- Initial Budget Review (January)
- Health Unit Application (February)
- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

X. Open Comments

Chairperson, Carly Lavin stated the following:

Public Comment is governed by approved school committee policy.

Per the committee's policy we will offer up to 15 minutes for public comments this evening. Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. However, the committee takes any public comment made seriously and appreciates hearing from the public. Anyone looking to provide a public comment must be acknowledged by the Chairperson before addressing the committee. Those making a public comment will have up to three minutes to address the committee and must start their comment by stating their name and the town they reside in. For those in-person, there is a sign in sheet for those looking to make a public comment located on the side wall and those on zoom, if you are attending this meeting by zoom, you can send a message in the chat with your name and the town you reside in. The chairperson will alternate between in-person and zoom participants.

There were no public comments.

XI. Information Item

Recommendation:

That the School Committee review the READS Collaborative Quarterly Report Overview – September 2023. Superintendent Nelson stated the report can be found in the school committee back-up information for review.

ADJOURNMENT:

That the School Committee adjourn the Regular Session of the Mattapoisett School Committee at 7:31pm.

MOTION: by James Muse to adjourn the Regular Session of the Mattapoisett School Committee at 7:31pm.

SECONDED: Carly Lavin OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

Respectfully Submitted,

Melissa Wilcox, Recording Secretary

Center School Recognition



10 years

Jane Zajac

Kindergarten Teacher

15 years
Sarah Mendes
Elementary Teacher

Laura Mirabito
Library/Media Specialist

Carolyn Pawlishen
Reading Specialist



Center School Recognition



20 years
Virginia Rotchford
Paraprofessional

25 years

Cynthia Dawicki

RBT Paraprofessional

30 years

Jennifer Aguiar

Elementary Teacher

Lori Sevigny
Principal's Secretary



Center/OHS Recognition



10 years
Benjamin Squire
Science Teacher

20 years
Chad Cabeceiras
Physical Education

25 years
Lisa Lourenco
Technology Coordinator



OHS Recognition



10 years
Stella Brogioli
Paraprofessional

Sara Jacobsen Elementary Teacher

Kate Williams
Elementary Teacher



OHS Recognition



15 years

Sherri Panek Paraprofessional

Elizabeth Valliere Elementary Teacher



OHS Recognition



20 years
Stacy Barrows
Elementary Teacher

Amy Casi Elementary Teacher

Kristen Sunde Elementary Teacher



Welcometo the TEAM



Kristine Lincoln

Interim Director of Student Services

Summer Highlight:

Spending time with my cousins.

- Hobbies include flower photography and scrapbooking
- Star Trek/Star Wars fan
- avid audiobook reader





Teah Keogh ELL Specialist

Summer Highlight:

Trip to Colorado - crossed the Royal Gorge!

- This was my old position.
- My daughter is starting kindergarten.
- I love going to the movies alone.



Center School





Katie Crowley Lunch/Recess Aide

Summer Highlight:

I went camping for the first time this summer at Sebago Lake in Maine.

- I am a Sippican/ORR alumni.
- Both of my daughters (ages 13 and 15)
 have grown up in Mattapoisett and attended
 ORR schools as well.
- My "favorite child" is my golden retriever,
 Carl, because he never talks back.



Center & Old Hammondtown School 🔧





Alda Medeiros Special Education Secretary

- Wonder woman fan but prefer marvel movies.
- Can not walk barefoot must always have shoes on. Even when swimming.
- Love road trips planned or unplanned.
 Longest road trip 22 hours straight to
 Florida.



Katie Trudell Grade 5 Teacher, OHS

Summer Highlight:

Getting my new dog Finley!!

- I like to sing.
- I have a tattoo.
- My favorite subject to teach is ELA.

Mattapoisett Public Schools

Center School and Old Hammondtown School 2023-2024 Student Handbook





Center School 17 Barstow Street P.O. Box 477 Mattapoisett, MA 02739 School Office Phone 508-758-2521 School Office Fax 508-758-3153

Old Hammondtown School 20 Shaw Street Mattapoisett, MA 02739 School Office Phone 508-758-6241 School Office Fax 508-758-4667

August 30, 2023

Dear Parents and Guardians:

Welcome to a new school year!

The Center School and Old Hammondtown School staff welcome the opportunity to share each day with your children. We are confident that together we can create the optimum learning environment to ensure the success of all students.

The Mattapoisett Public Schools Handbook has been designed to share information with you regarding school policies and the daily school operations. We hope that you will find the information contained in this handbook to be a useful reference throughout the school year.

We are looking forward to this new school year and continuing to work with each family. Together we can make a difference in the life of each child in the Mattapoisett Public Schools!

Thank you for your continued support!

Sincerely,

Linda Ashley, Center School Principal

Kevin Tavares, Old Hammondtown School Principal

CENTER SCHOOL MISSION STATEMENT

"Children are the world's most valuable resource and its best hope for the future." John F. Kennedy

Center School is dedicated to the belief that all children can learn. We believe in educating the whole child-intellectually, physically, emotionally and socially. We believe that our children are our future, and that it is the shared responsibility of our staff, parents and the community to assist our students in reaching their optimum growth and development.

CENTER SCHOOL VISION STATEMENT

By the promotion of positive values, goals, and high expectations, Center School students will foster a love of learning and realize that through their best efforts success will be achieved. Students will continue to broaden their sense of worth and exhibit confidence in their abilities. Our ultimate goal is to prepare our children for the academic and social challenges of an ever-changing world.

OLD HAMMONDTOWN SCHOOL MISSION STATEMENT

Our mission at Old Hammondtown School is to create a safe and enriching learning environment. The members of the OHS staff work together to be supportive role models and provide strong leadership for student achievement. We set high academic and social standards, and build positive relationships with students. Instruction is relevant and connected to the local and greater world community.

OLD HAMMONDTOWN SCHOOL VISION STATEMENT

By the promotion of positive values, goals, and high expectations, Old Hammondtown School students will foster a love of learning and realize that through their best efforts success will be achieved. Students will continue to broaden their sense of worth and exhibit confidence in their abilities. Our ultimate goal is to prepare our children for the academic and social challenges of an ever-changing world.

Center School and Administration

Linda Ashley Principal Lori Sevigny Administrative Assistant, CS Jamie Balsis Center School Nurse Kathleen McManamon Adjustment Counselor, CS

Old Hammondtown School and Administration

Kevin Tavares Associate Principal Jennifer Janicki Administrative Assistant, OHS Amy Ripley Old Hammondtown School Nurse Bethanie Grant Adjustment Counselor, OHS

Old Rochester Regional School District Administration

Michael S. Nelson Superintendent of Schools
Kris Lincoln Interim Director of Student Services
Sharlene Fedorowicz Assistant Superintendent of Teaching and Learning
Howard Barber Assistant Superintendent of Finance and Operations
Eugene Jones District Facilities Director

Central Office Phone (508) 758 - 2772

Mattapoisett School Committee Members

Carly Lavin - Chairperson James Muse - Vice Chairperson Tiffini Reedy Amanda Hastings Cristin Cowles

Center School Staff

Aarsheim, Courtney - Grade One Teacher

Aguiar, Jennifer - Grade One Teacher

Anderson, Greta - Art Teacher

Ashley, Linda - Principal

Balsis, Jamie - Center School Nurse

Barbosa, Amilcar - Head Custodian / Facility and Grounds

Barry, Michele - Grade Two Teacher

Cabeceiras, Chad - Physical Education Teacher

Camacho, Deborah - Reading Specialist

Crowley, Katie, Lunch/Recess Monitor/Paraprofessional

Allison Dunn - Math Interventionist

Dawicki, Cynthia - Special Education Paraprofessional

Dowling, Willow - General Music/Chorus Teacher

Duke, Claudia - Special Education Teacher

Eble, Miriam - Special Education Teacher

Farell, Karen - Special Education Paraprofessional

Fernandes, Stacey - Head Cook

Fiore, Tracy - Speech/Language Pathologist

Goodwin, Beth - Special Education Paraprofessional

Guertin, Brittany - Health Teacher

Griffin, Kim - Grade Three Teacher

Hughes, Marissa - Grade One Teacher

Julian, Christylyn - Kindergarten Teacher

Kendall, Jane - Project GROW Teacher

Klinka, Tara - Special Education Paraprofessional

Lourenco, Lisa - Technology Teacher

McManamon, Kathleen - School Adjustment Counselor

Medeiros, Alda - Special Education Secretary

Mendes, Sarah - Grade Three Teacher

Mirabito, Laura - Librarian

Pawlishen, Carolyn - Reading Specialist

Perriera, Virginia - Special Education Teacher

Plant, Valeri - Special Education Paraprofessional

Renna, Amy - Grade Two Teacher

Rotchford, Virginia - Special Education Paraprofessional

Sevigny, Lori - School Secretary

Simmons, William - Technology Consultant

Souza, Laurie - Cook

Squire, Benjamin - Science Specialist

Sylvia, Mackenzie - Kindergarten Teacher

Thuestad, Sharon - Project GROW Assistant

Tippins, Nancy - Special Education Paraprofessional

Titcomb, Joy - School Psychologist

Tranfaglia, Jeannine - Grade Three Teacher Williams, Kate - Grade Two Teacher Zajac, Jane Kindergarten - Teacher

Old HammondtownSchool Staff

Alger, Brent - Instrumental Music

Amoruso, Mary Ann - Special Ed. Paraprofessional

Anderson, Greta - Art Teacher

Aruri, Linda - Title I Math Tutor

Atwood, Cynthia - Special Education Paraprofessional

Barrows, Stacy - Grade Five Teacher

Behan, Michele - Special Education Teacher

Brogioli, Stella - Special Education Paraprofessional

Cabeceiras, Chad - Physical Education Teacher

Casi, Amy - Grade Five Teacher

Daniel, Susan - Head Cook

DeMello, Margaret - Title I Director

Dowling, Willow - General Music/Chorus Teacher

Foye, Jill - Speech Therapist

Grant, Bethanie - School Adjustment Counselor

Jacobsen, Sara - Grade Six Teacher

Jennifer Janicki - Principal's Secretary

Lakey, Jillian - Reading Interventionist

Letendre, Kyle - Grade Six Teacher

Letourneau, Julie - Grade Six Teacher

Lourenco, Lisa - Technology Instructor

Mare, Jocelyn - Grade Four Teacher

Medeiros, Alda - Special Education Secretary

Methia, Jordan - Special Education Paraprofessional

Mirabito, Laura - Librarian

Panek, Sherri - Special Education Paraprofessional

Pierson, Miranda - Special Education Teacher

Piquette, Christine - Special Education Paraprofessional

Querim, Kristen - Lunch Recess Monitor

Ripley, Amy - Old Hammondtown School Nurse

Simmons, William - Technology Consultant

Squire, Benjamin - Science Specialist

Sunde, Kristen - Grade Four Teacher

Tavares, Kevin - Principal

Titcomb, Joy - School Psychologist

Trudell, Katie - Grade Five Teacher

Valliere, Elizabeth - Grade Four Teacher

GENERAL SCHOOL INFORMATION

SCHOOL HOURS: 8:30 AM - 2:45 PM

Center School and OHS Transportation Information

Bus Transportation

Bus routes for the Old Rochester Regional School District and Massachusetts School Superintendency Union #55 for the Towns of Marion, Mattapoisett, and Rochester are established yearly. Bus routes are modified slightly each fall to accommodate new membership. Any questions regarding bus routes and/or stops that affect your child should be addressed to the District's transportation provider, **Amaral Bus Company Inc.** Ms. Cheryl Sweeney, Dispatch Manager at amaralbustritown@gmail.com or 508-324-0551.

Changes in student transportation plans are strongly discouraged. Please contact the main office with any questions or requests.

For Center/OHS Routes, please use this link.

https://www.oldrochester.org/

This link will take you to the District web page.

Calendar and Hours of Operation:

In-Person ARRIVAL TIME/TARDINESS

Students may be dropped off at the designated door at each school starting at 8:15 a.m.

Buses arrive between 8:15 - 8:30 am.

Students who arrive after 8:30 must report to the office and will be marked tardy.

Students arriving after 11:30 will be marked absent according to state law.

EARLY RELEASE/DISMISSAL DAYS

Parent Conferences — Students dismissed at 11:30 am

Thursday, October 19, 2023 Lunch is served Friday, October 20, 2023 Lunch is served

Additional Early Release Days — Students dismissed at 12:20 pm

Friday, September 1, 2023	Lunch is served
Wednesday, September 27, 2023	Lunch is served
Wednesday, November 22, 2023	Lunch is served
Friday, December 22, 2023	Lunch is served
Wednesday, January 31, 2024	Lunch is served
Wednesday, March 6, 2024	Lunch is served
Wednesday, June 5, 2024	Lunch is served

Full-day Professional Development Days - No School for Students

Tuesday, November 7, 2023

EMERGENCY CLOSING

Parents and guardians should make a plan and a backup plan with students ahead of time in the event of an emergency closing of school in the middle of the day. Students may be sent home for such conditions as a snowstorm, boiler failure, or power outage. The Blackboard Connect telephone communication system will be used to notify parents if school is closed unexpectedly. This system will notify families using a home telephone number, a cell phone number or a work telephone number as provided by the parent/guardian. If school is closed early, an announcement will be made to the students explaining the time buses will take them home. Students, who do not know what their emergency plan is, or where to go, will be allowed to use the telephone to call their parents/guardian..

INCLEMENT WEATHER PROCEDURE

The decision to close school, due to inclement weather, will be made by 5:45 a.m. School cancellations will be broadcast on the following radio stations: **WBSM (1420 AM), WFHN (107.1 FM).** It is advisable to begin listening to the 6:00 AM news announcements.

The Blackboard Connect telephone communication system will be used to contact all parents/guardians regarding the closing of school. Parents will be contacted using a home telephone number. Cell phones or a work telephone number will also be inputted into the system if the parents/guardian provide them.

Student Drop Off and Pick-Up at Dismissal Time

CENTER SCHOOL

ARRIVAL: Students may be dropped off between 8:15 and 8:30 am at the Hammond Street entrance of the school. Please access this entrance by using the Hammond Street entrance near the tennis court.

END OF DAY DISMISSAL: All students being picked up at the end will be dismissed from the Hammond Street entrance.

Signs with the STUDENT'S NAME, GRADE, and the NAME of the TEACHER should be displayed in the window of the passenger side of the car. We will have the students ready to exit the building at 2:45 pm. This will decrease the waiting time for each vehicle. Students will be dismissed on a car-by-car basis. Students will only be allowed to enter the vehicle on the curbside of the car.

OLD HAMMONDTOWN SCHOOL

ARRIVAL: Students may be dropped off at 8:15 am. Dismissal will begin at 2:45 pm Vehicles should enter the parking lot using Shaw Street to avoid bus drop off. Use the INNER CIRCLE by the flagpole and PULL ALL THE WAY UP. For safety reasons, students should only exit the vehicle on the curb side.

END OF DAY DISMISSAL: Dismissal begins at 2:45 pm. Vehicles should enter the parking lot using Shaw Street to avoid bus pick-up. Signs with the STUDENT'S NAME, GRADE, and the NAME of the TEACHER should be displayed in the window of the passenger side of the car in the first few weeks of school.. Use the INNER CIRCLE by the flagpole and PULL ALL THE WAY UP to the sidewalk near the small basketball court. Students will only be allowed to enter your vehicle on the curbside. (and exit on the curb side during morning drop off)

Student Emergency Information or Status: Parent Notification to Center/OHS

To ensure student safety, changes in family situations, addresses, or cell and telephone numbers **must be** reported to the school office *immediately*. It is important that all our records are up to date.

The Old Rochester Regional School District is continuing with online forms using our student information system Powerschool. In an effort to update student contacts, addresses, emails and phone numbers we ask that you log into your PowerSchool account and update all of the required student information forms.

Families moving from the community should notify the school office at least three days before their departure so transfer materials can be prepared. A *release of information* form must be received from the "new" school before any records will be forwarded.

Attendance

School attendance is compulsory. Attendance law states that:

- The Commonwealth of Massachusetts G.L. c. 76 sect. 1 requires that every child, with certain exceptions, between ages established by the state board of education, must attend a public day school or some other approved school, during the time when public schools are in session.
- Under G.L. c. 76, sect. 1, necessary absences by a student may not exceed 7 full-day or 14 half-day sessions in any 6-month period.
- Under G.L. c. 76, sect. 1, a pupil who is not present during at least half a session must be marked and counted as absent on the school register.

All Massachusetts schools are accountable for student achievement. Every Student Succeeds Act (ESSA) mandates particular indicators of success for all schools with one being "chronic absenteeism. "All students are considered "chronically absent" if they miss 10% of the school year.

Full days of attendance are essential to the learning process. If a child is to be out of school, parents/guardians should call the nurse's office at **508-758-2521** before 9:00am on the morning of the absence. Please provide the following information in the message that you leave on the answering machine: **student's name**, **teacher**, **and reason for absence**. If a call is not received and a student is absent, the School Nurse uses the *Blackboard Connect* messaging system to contact parents/guardians

at home or work. After any absence, students should present a parent's note indicating the reason for the absence to the School Nurse.

Absences are "excused" for only the following reasons:

- Bereavement
- Hospitalization
- School-sponsored trip
- Documented court or legal commitment
 Obligatory religious holidays
- Illness substantiated by a note (Five days or more of continuous absences for medical reasons must be corroborated by a physician's note).
- Weather so inclement as to endanger the health of the child

A child may also be excused for other exceptional reasons with approval of the Principal or designee.

In instances of chronic or irregular absence reportedly due to illness, the school administration may request a physician's statement certifying such absences to be justified.

Excessive absenteeism can occur because families take vacations during school time. This is strongly discouraged. Teachers will not provide assignments prior to vacations taken during school time. After students return to school they will be made aware of missed assignments, making them up as soon as possible. Missed assignments are factored into students' grades.

When Absences Exceed Three or More Days

On the third day of consecutive absence or tardiness, the school nurse or a designee of the principal will call the student's home. Each Principal or designee shall make a reasonable effort to meet with any student, and that student's parent/guardian, who has missed five (5) or more unexcused school days (a school day shall be equal to two (2) or more class periods in the same day) in a school year. The meeting shall be to develop action steps to improve student attendance and shall be developed jointly by the Principal or designee, the student, and the student's parent/guardian. The parties may seek input from other relevant school staff and/or officials from relevant public safety, health and human service, housing, and nonprofit agencies.

On the eighth day of an unexcused absence, the school attendance officer will be notified and a complaint for Failure to Cause School Attendance pursuant to G.L. c. 76, sect. 2 may be filed in Wareham District Court.

If the students' absences or tardiness occur on a regular basis and impede their academic progress, the school, as a mandated reporter, must consider filing a Child Requiring Assistance (CRS) report. Depending on circumstances, the school district may choose to file a 51A with the Massachusetts Department of Children and Families.

Tardiness

Tardiness negatively impacts the educational progress of all students. Therefore, the above policy will also be followed for excessive tardiness.

Dismissals

All dismissal policies are developed with students' learning and safety in mind. Policies are developed with input from the Mattapoisett School Committee and town safety officials.

Dismissals During the School Day

No child will be dismissed from school during the day unless an authorized adult comes to the office to dismiss the student. This applies to daily, or occasional, pickup arrangements. Students being dismissed before the end of the school day must bring a note to the homeroom teacher that morning. Students will be called from class *when the parent/guardian arrives*.

Any Change in Dismissal Routine

To ensure each child's safety, a note from a child's parent/guardian must be provided before a child is allowed to leave school with any adult other than a parent or if he/she is normally transported by bus. There must be a note for each change to a child's routine. Bus changes are allowed for childcare purposes only, not for play or party dates. Parent(s)/Guardian(s) must arrange with the office prior to a bus switch. This restriction is in place for each child's safety.

Bikes to School

Students may ride their bicycles to school provided that they wear a helmet (as required under state law) and obey all traffic regulations. A blanket permission note is required before students begin riding to and from school. Students not following safety rules may have their riding privileges revoked. A bike rack is available in front of the cafeteria. Students are encouraged to lock their bicycles.

School Breakfast & Lunch - Food Service

The Commonwealth of Massachusetts has signed into law on August 09, 2023; all children in public schools will receive 1 FREE Breakfast and 1 FREE Lunch per day, permanently. (Students wanting milk only are not part of the free program and will be charged.)

Please note that even though meals will be free for all, it is very important for families to still complete the household Application for Free and Reduced Price Meals for the 2023-2024 school year. You can view and complete the application here: link to meal application. We strongly encourage ALL families to submit this form as it allows us to establish eligibility for P-EBT benefits, as well as other benefits such as waived or reduced college testing and application fees, sports fees, and other fees for those who qualify, and serve families most effectively.

In addition, please consider applying for SNAP, the federal nutrition program that provides eligible residents with monthly financial assistance to purchase groceries. More SNAP information can be found at gettingsnap.org or by calling Project Bread's FoodSource Hotline at 1-800-645-8333.

Food Service Page - https://orrschoolmeals.com/

<u>Interactive menus</u> and the Titan <u>payment system</u>.

Lunch Protocol

Brief description:

- Lunch in the building cafeteria
- Students enter their lunch number into the Point of Sale system.
- Lunch monitors clean the cafeteria tables after children leave and prior to the next group entering.

Bringing Lunch from Home

If you choose to have your child bring lunch from home each day, to keep it cold, we recommend (1) bringing food in an insulated lunch bag with a frozen gel pack or frozen juice box; (2) freezing the sandwiches overnight (will thaw by lunchtime but keep cold until then); (3) packing the foods in a cooler with ice or another cold source. Please note District Life Threatening Allergy Policy Below. <u>Life Threatening Allergy Information</u>

School Safety and School Visits

All visitors and volunteers are required to have a valid driver's license or Massachusetts issued identification card to be scanned-in upon entering the building *for any reason*; office staff will provide badges to wear once the ID is scanned into our system and each visitor is approved to enter. This includes stops at the Nurse's office. All visitors who do not have a valid driver's license or Massachusetts issued ID card will not be allowed to enter the school during operating hours.

Parents, guardians, or guests wishing to visit a particular class are asked to plan with the teacher or the principal at least one day in advance. Teachers will always welcome an extra pair of hands; we encourage you to become an active part of our volunteer staff. Massachusetts State Law requires that all regular classroom volunteers, lunchroom visitors and field trip chaperones have a Criminal Record (CORI) check. These forms must be completed in the school office before your first volunteer visit.

Clothing

School is a place where student learning is a priority. A student's attire may influence his/her attitude as well as how much he or she learns. Student dress, therefore, is expected to be in good taste, appropriate for the weather and for academic work. It is not our purpose to dictate specific dress, but rather to ensure that our students are dressed in such a way as to contribute to their success and help generate a positive learning environment throughout our school. Students are not to be attired in clothing, which compromises safety or modesty or is disruptive to the educational process.

In order to assist parents in planning for their student's school apparel, the following guidelines are presented. Students are prohibited from wearing any clothing, including masks, that contain offensive or obscene symbols, slogans or words that degrade any gender, cultural, religious, or ethnic values, clothing that contains language or symbols oriented toward violence, drugs, or alcohol.

The administration reserves the right to determine appropriateness of clothing consistent with these guidelines. A student whose clothing is determined inappropriate for school will be required to arrange for other, more appropriate clothing to be provided.

All coats, boots, sweaters, sweatshirts, backpacks, lunchboxes and hats should be clearly marked with students' names. For those of you who have seen our Lost and Found area, you know that this can be a problem. Take the time to label! This will allow items to be returned easily if lost, or avoid confusion when two items are similar. Several cases of lost clothing were donated to charity during the last school year.

Recess

All students will have outdoor recess. Only in very inclement weather is recess held indoors. Please be sure that your child is properly dressed. Decorative footwear and flip-flops can create a safety issue when students play at recess. Therefore, flip-flops or any other type of opened-toe shoes are not allowed to be worn to school. We strongly recommend sneakers for all students.

<u>Student Valuables</u> It is strongly recommended that students do not bring large sums of money, hand-held video games, toys or stuffed animals to school. This includes trading cards. ie Pokemon cards.

Inclement Weather: Cancellations and Delays

Please be attentive to our telephone messaging system for news of school cancellations or delays. During stormy weather the District may call school for an entire day, or for a one to two hour delayed opening. If bad weather develops during the school day, afternoon classes or special programs and after-school activities may be canceled. It is important that families have plans in place for dealing with these possibilities.

We utilize the "BlackBoard" communication program that is capable of contacting all Center and OHS families within a five to ten-minute window. As soon as the Superintendent has determined a delay, closing, or early dismissal, we will send out a "BlackBoard" call.

Because all district schools utilize the BlackBoard system, storm delays and closings may not be broadcast on local television stations. We ask that you not call the school office or the police station. The dispatcher reports they receive many calls that interfere with their ability to handle true emergencies.

Should the decision be made to close school early or cancel after-school activities, due to inclement weather, an attempt will be made to contact parents, using all emergency contact numbers within the "BlackBoard" system. In the event of a non-weather emergency, we will contact all parents using the same system.

Telephone Calls

Responsibility is an important attribute for all students. No school telephone in any office may be used by students. If students have forgotten books, classwork, or musical instruments, classroom teacher discretion will determine whether a call can be made via the classroom telephone. Teachers' classroom phones are capable of local calling only. In cases of illness or emergency, calls will be made by the school nurse, an administrator, guidance counselor or personnel in the main office. Students will not be called to the phone for any reason. Messages will be taken in cases of illness and emergency.

Cell phones

A student may carry or keep a cell phone in his/her backpack **if authorized by the school office**. The phone must be shut off and kept in the child's locker/backpack and may be used only for emergency or unusual circumstances as agreed by parents and administration. The phone may not be used to receive or send messages anytime during school hours **or on school buses**. Student phones used to make, or receive, unauthorized calls during school hours, or on a bus, will be confiscated by the school administration or the bus driver.

Homework and Independent Reading

The School Committee has established homework guidelines that all teachers follow. Your child's teacher will establish homework routines appropriate to his grade level. The School Committee policy can be acquired through the main office at the school. We ask all family members to become "Reading Partners" with our students. Research shows the more children read, the better readers they become. We encourage all students to read independently each night for 20–30 minutes before bed. In some classrooms, Student Reading Logs are sent home for students and/or parents to indicate that the material has been completed.

Photographs of School Activities for Local News Outlets

Contact the office for Opt-Out Procedure for Parents Who Do NOT Want Their Child's Picture to Appear.

As part of our public relations efforts, local newspapers are invited to photograph many school programs and events. Students are often included in these photos. As a parent, you have the right to request that no picture of your child is used in this way. You must make this request in writing by completing a FERPA Privacy Form, included in this packet, and returning it to the school office before September 8, 2023. If no letter is on file, we assume parental permission is granted for photographs to appear in local newspapers or on our school website

Parent Involvement

- 1. Being actively involved in your child's school is one way to alleviate concerns about their education. The Mattapoisett PTA meets for an hour once a month via ZOOM. A link to the meeting can be found on the Mattapoisett PTA website.
- 2. Parent volunteers are needed to be a part of our School Council. Representation from primary and intermediate grade students' families, as well as special education parents (if available), staff members and the community sit on this advisory team. Meetings are typically one afternoon per month from 3:15-4:15 pm.

Parent Concerns

Constructive criticism of our school is welcomed on the assumption that it is motivated by a sincere desire to improve the quality of the educational program and to equip the school to perform its tasks more effectively. Complaints are resolved most expeditiously if they are first taken to the staff member or administrator immediately in charge of the area in which a problem arises, then through successive administrative levels to the Principal, Superintendent, and subsequently to the School Committee, if necessary. Anonymous letters serve no positive purpose when trying to resolve problems and will not be given the same weight as an identified correspondence. The School Committee has

adopted a policy to be followed when a parent/guardian has a concern that has not been satisfactorily addressed. A copy of that policy is available at the school office.

Our principals, Linda Ashley, and Kevin Tavares are available to all parents by appointment. Please call the school office or contact the principals directly via email:

lindaashley@oldrochester.org or kevintavares@oldrochester.org

FIRST AID / EMERGENCIES

If a sudden illness or an accident occurs at school, the school nurse will administer first aid and immediately notify parents. Parents are responsible for transporting the student home in the event of illness or injury. If a serious illness or accident (life-threatening accident) occurs at school, the Mattapoisett Police / EMS will be called for transport to the hospital.

Health Information

Health Records

Student health records are kept in a locked file in the nurse's office. It is the parents' responsibility to keep the nurse informed of new medical information. Students are required to have physical examinations in grades 3 and 6.

Vision/hearing screenings and height/weight measurements are done yearly. Parents are notified only if the results are not within normal limits. Postural screening is done only for students in grade 5. Screening for head lice is done as needed.

Dispensing Medications

Children are not permitted to carry medications on the bus or in the school building. A signed order from a physician, dentist, nurse practitioner, or physician's assistant is required to administer any prescription medications in school, as required by Massachusetts General Law. Parental permission is also required. A Medication Protocol form that covers non-prescription medications is included in this packet. Special arrangements for medication administration during field trips must be made with the school nurse. Medications will be given by a parent or by a school representative who has permission from the parent. Children will be allowed to self-administer inhalers on field trips only, with permission of the school nurse and when parental permission is on file at the nurse's office.

Additional Services Available

Center and Old Hammondtown offers all students General Education support and accommodations including:

- Title I Services
- Social Work/Counseling Services
- Availability of the School Psychologist
- Reading Specialist Support
- Math Interventionist Support
- STEM Interventionist
- Others outlined the Mattapoisett Schools Curriculum Accommodation Plan.

Since we are all different with varying needs, our schools provide many special education services to students (who are eligible) including:

• Inclusive support in regular classrooms

- Pull-out instruction when warranted
- The availability of the school psychologist
- Speech and Language therapies
- Occupational and physical therapies
- School Social worker small group/individual support

Health and Guidance Curricula

ORR District Health and Guidance Curricula have been implemented across all grade levels at Center and OHS. There are nine general topics covered with the specific content tailored to the developmental needs of our differing age groups. The topics are as follows:

Growth & Development

Students will learn the basic characteristics of physical growth and development, including body functions and systems throughout the life cycle, and will acquire skills to promote and maintain positive growth and development (At the fifth-grade level, students will have an introduction to the human reproductive system. A parent letter will be sent out prior to the presentation).

• Nutrition

Students will gain the knowledge and skills to select a diet that supports health and reduces the risk of illness and future chronic diseases.

• Social & Emotional Health

Students will acquire knowledge about emotions and physical health, the management of emotions, personality and character development, and social awareness; and will learn skills to promote self-acceptance, make decisions, and cope with stress, including suicide prevention.

• Family Life

Students will gain knowledge about the significance of the family on individuals and society, and will learn skills to support the family, balance work and family life, be an effective parent, and nurture the development of children.

• Interpersonal Relationships

Students will learn that relationships with others are an integral part of the human life experience and the factors that contribute to healthy interpersonal relationships, and will acquire skills to enhance and make many of these relationships more fulfilling through commitment and communication.

• Disease Prevention & Controls

Students will learn the signs, symptoms, and treatment of chronic and communicable diseases, and will gain skills related to health promotion, disease prevention, and health maintenance.

• Safety & Injury Prevention

Students will gain the knowledge and skills to administer first aid and carry out emergency procedures, including cardiopulmonary resuscitation, will avoid, recognize, and report verbal, physical, and emotional abuse situations, and will assess the factors that contribute to intentional and unintentional injury, including motor vehicle accidents, fire safety, and weapons safety.

• Violence Prevention

Students will learn how their actions affect others, will understand the power that positive character traits can have in violence prevention, will gain skills to report incidents of violence and hurtful behavior to adults in the school and community, will avoid engaging in violence, and identify constructive alternatives to violence, including how to discourage others from engaging in violence.

If parents/guardians wish their children to be exempt from any portion of the Health Curriculum, a written request

should be addressed to the school principal.

The Massachusetts Comprehensive Assessment System (MCAS) Testing

Once during the school year, students in grade 5 participate in the Science Massachusetts Comprehensive Assessment System (MCAS) Test. Also, once a year all students in grades 3-6 will participate in the English Language Arts & Mathematics Massachusetts Comprehensive Assessment System (MCAS) tests. Testing during the 2023-2024 school year will take place at the following times:

2024 MCAS Dates Center and OHS

Grade 3	ELA	April 9 and April 10, 2024
Grade 3	Math	May 14 and May 15, 2024
Grade 4	ELA	April 2 and April 3, 2024
Grade 4	Math	May 14 and May 15, 2024
Grade 5	ELA	April 9 and April 10, 2024
Grade 5	Math	May 9 and May 10, 2024
Grade 5	Science	May 16 and May 17, 2024
Grade 6	ELA	April 11 and April 12, 2024
Grade 6	Math	May 7 and May 8, 2024

It is highly recommended that all students be present during MCAS testing.

Student Records

The privacy of student records is guaranteed. Only parents/guardians and appropriate school personnel are allowed access to the information in a student's record. Specific written consent provided by the parent or legal guardian is necessary for any other examination. A student transcript, which includes name, address, and grades, is kept for at least sixty years. However, the student's temporary record, containing standardized test scores, evaluations by teachers, Special Education records, and the like, is given to the student upon graduation or destroyed within five years after the student leaves the school system.

In accordance with the student record regulations of the Massachusetts Department of Education, parents have the right to inspect a student's record. Records are made available within two (2) working days of a request being made. Copies of any part of the record may be requested and a reasonable fee may be charged for the cost of duplicating these materials. It has been our practice to make any student records easily accessible to parents and you will find the office staff most cooperative in this matter.

The Commonwealth of Massachusetts has adopted procedures for non-custodial parents who wish to receive separate copies of student records or school notices. Information is available in the school office.

Report Cards and Parent Conferences

It shall be the duty of each teacher at the end of each term or at the end of any period of time designated by the Superintendent, to estimate and to record the progress of students. The report card is an effective means of communicating an individual student's progress in relation to the curriculum and his/her own mastery of skills and social development. In the elementary grades, the written record is a standards-based report that indicates a student's progress.

Parent/Guardian - Teacher Conferences

Regular communication between school and home is important if we are to be successful. Conferences between families and teachers are scheduled twice during the school year, but if questions about your child's progress should arise in any curricular area, do not hesitate to initiate a conversation with teachers at any time.

The October 19th and October 20th Early Release Days will be set-aside for families to schedule conferences with

teachers. Please contact your child's teacher to schedule a conference. An appointment for a Parent/Guardian Conference can be set up at any time during the year by calling the school office or sending an email to the classroom teacher requesting a conference.

STUDENT PLACEMENT AND REQUESTING TEACHERS

<u>Parent/Guardian requests for specific classroom teachers will not be accepted</u>. It is neither possible to grant the request of the parents/guardian of all the students at Center School or Old Hammondtown School, nor is it fair or appropriate to grant the requests of only a select group of families.

The placement of students is done in a thoughtful and careful manner, and is not done haphazardly or randomly. Information on each student is gathered through the use of a placement card completed by each child's teacher. These are reviewed by the school principal. Two meetings are then held involving the teachers at that specific grade level, the special education teachers, consulting teachers of reading, school adjustment counselor, and the principal, to discuss placement for the following year. All students are placed in heterogeneous classes which reflects a range of student ability levels. In order to achieve a truly heterogeneous class composition, students of high, average and low ability levels are placed in each room. No class should have all the high, or low, ability students. Research has shown this to be an inappropriate way to group students. Strengths and weaknesses of students are evaluated, and placement is made in the best educational interest of the child. A student who does not interact well with another particular student is not placed in the same class, if at all possible.

All students in Kindergarten through Grade Six, and their parents/guardians, will be informed of their assigned teacher for the next school year by mail on or about the 15th of August prior to each school year's opening.

Promotion/Retention of Students

It is expected that students progress annually from grade to grade. Exceptions are made only when it is in the best educational interest of the student.

Student Enrichment

Our schools offer various ways for students to enrich their academic learning. Here are

some examples:

- Chorus: Groups meet weekly during school, and perform each year at the district *FORM* concert.
- 4th Grade Band: Students select an instrument for in-school instrumental instruction. In In January, students come together as a beginner band.
- 5th and 6th Grade Band: Weekly instrumental instruction continues and the students meet as a band once a week.
- Jazz Band: Auditions are held in the fall and the band meets before school once a week
- After School Activities: The Mattapoisett Recreation Department offers after school enrichment/athletic sessions each year. Brochures are sent home with students.
- Art, General Music, Instrumental Music (grades 4-6), Technology education, Physical Education, and Library are also part of our weekly classes.

FIELD TRIPS

During the year, field trips may be scheduled at each grade level. A student's behavior while on these trips will reflect upon his/her school. Misconduct will not be tolerated. A permission slip must be signed by one of his/her parents or guardians before a student can participate in the field trip. The form must be returned to the teacher in charge prior to the trip. All school rules apply to field trips. Any child may be denied the privilege of going on a field trip based on poor academic performance or inappropriate behavior.

General Statement and School Rules

Mattapoisett elementary schools emphasize a positive, community-based sense of responsibility and respect throughout the school day. Students learn what is expected of them through the consistent modeling of the adults around them. Students, teachers, administrators and parents/guardians all work together to maintain a safe, orderly school environment where everyone can learn and grow.

Party Invitations

In keeping with our Responsive Classroom beliefs, and not wanting any child to feel hurt or excluded, we remind parents/guardians of the insensitive practice of students bringing party invitations to school. It puts students who are not invited (and many times the student doing the inviting) into unnecessarily uncomfortable situations. Please take the time to mail party invitations, or see that they are delivered outside of the school community and school day. We ask that you not call the office for this information.

School Staff Role in Establishing High Behavioral Expectations

Teachers and support staff model and reinforce positive behavior and compliance with school-wide rules and values. In addition, teachers implement classroom rules and policies. Generally, these rules are developed with student involvement appropriate to age and social development.

Teachers follow all disciplinary steps outlined in their program on a consistent basis. This may include notes or phone calls home, after school time, individual contracts as deemed appropriate, or other strategies. Teachers and parents/guardians who have ongoing concerns about a student's behavior have several sources of support - the School Adjustment counselor, Administration, and the Staff RTI (Response to Intervention) Team.

Responsive Classroom

The Mattapoisett elementary schools utilize the Responsive Classroom approach in supporting our students in the learning process. All Center/OHS teachers have participated in Responsive Classroom training.

Responsive Classroom is a way of teaching that creates a safe, challenging, and joyful classroom and schoolwide climate for all students. Teachers who use the Responsive Classroom approach understand that all of students' needs—academic, social, emotional, and physical—are important. Elementary and middle school teachers create an environment that responds to all of those needs so that your child can do his or her best learning. The Responsive Classroom approach develops teachers' competencies in four key areas:

- 1. Engaging Academics—Teachers create learning tasks that are active, interactive, appropriately challenging, purposeful, and connected to students' interests.
- 2. Positive Community—Teachers nurture a sense of belonging, significance, and emotional safety so that students feel comfortable taking risks and working with a variety of peers.
- 3. Effective Management—Teachers create a calm, orderly environment that promotes autonomy and allows students to focus on learning.
- 4. Developmentally Responsive Teaching—Teachers use knowledge of child development, along with observations of students, to create a developmentally appropriate learning environment.

Bullying

In the spring of 2010 the legislature and governor enacted an anti-bullying law that impacts all schools in Massachusetts. Bullying is defined as a type of violence that occurs when someone uses his or her power unfairly and repeatedly to hurt someone else. The law recognizes bullying as any repeated word, look, sign, or act that hurts a person's body, feelings, or things. All staff members will receive training during this year that will better equip them to deal with students' needs in this area. We recognize each student for his or her unique qualities, attributes, and characteristics. We embrace the differences among all students and will continue to foster an environment of acceptance with an appreciation for those differences.

DISCRIMINATION

The Old Rochester School District, including Center and Old Hammondtown Schools adheres to the following Anti-Racism Resolution:

- WHEREAS, as schools have the responsibility to equip students with their civil right of obtaining a free and appropriate public education, it is the responsibility of each school to ensure we create a welcoming community for ALL students;
- WHEREAS, it is the responsibility that every district provide to all district staff, including School Committee members annual professional development on diversity, anti-racism, equity and inclusion; WHEREAS, every district will commit to recruiting and retaining a diverse and culturally responsive teaching workforce;
- WHEREAS, every district will examine their policies for institutional and systemic racialized practices and implement change with sustainable policies that are evidence based;
- WHEREAS, every district will incorporate into their curriculum the history of racial oppression and works by diverse authors and works from diverse perspectives;

- WHEREAS, we as school district leaders can no longer remain silent to the issues of racism and hate that continue to impact our public and private institutions;
- RESOLVED: that the Old Rochester School District and all the school districts in the Commonwealth must guarantee that racist practices are eradicated, and diversity, equity and inclusion is embedded and 17 practiced for our students, families, faculty and staff. We must ensure our own school culture and that of every district in the Commonwealth is actively anti-racist.

Treating people differently, or interfering with or preventing a person from enjoying the advantages, privileges or courses of study in a pubic school because of an individual's actual or perceived race, color, national origin, ethnicity, religion, sex, sexual orientation, age, or disability (i.e., protected status). A person may not be subjected to discipline or more severe punishment for wrongdoing, nor denied the same rights as other students, because of his/her membership in a protected class.

The Mattapoisett School District does not discriminate on the basis of race, color, national origin, age, sex, religion, gender identity, sexual orientation, homelessness or disability in admission to, access to, treatment in or employment in its programs and activities.

HARASSMENT

Harassment is oral, written, graphic, electronic or physical conduct on school property or at a school related event, function or activity relating to an individual's action or perceived race, color, national origin, ethnicity, religion, sex, sexual orientation, age, or disability (i.e., protected status), that is sufficiently severe, pervasive or persistent so as to interfere with or limit a student's ability to participate in or benefit from the district's programs or activities, by creating a hostile, humiliating, intimidating, or offensive educational environment. For purposes of this policy, harassment shall also mean conduct, if it persists, that will likely create such a hostile, humiliating, intimidating or offensive educational environment.

RETALIATION

Any form of intimidation, reprisal, or harassment by a student directed against any student, staff or other individual for reporting or filing a complaint, for aiding or encouraging the filing of a report or complaint, for cooperating in an investigation under the district's Comprehensive Civil Rights Policy, or for taking action consistent with the policy.

HATE CRIME

A hate crime is a crime motivated by hatred, bias, or prejudice, or where the victim is targeted or selected for the crime at least in part because of his/her actual or perceived race, color, ethnicity, national origin, religion, sexual orientation, age disability or sex. A hate crime may involve a physical attack, threat of bodily harm, physical intimidation, or damage to another's property.

Bullying Prevention & Intervention Policies

- Everyone has the right to feel safe in and out of school. Any form of bullying or cyberbullying is forbidden in any location. *Bullying* refers to repeated, intentional acts of physical or mental cruelty or intimidation between two people who are unequal in real or perceived social power. Targets of school bullies may be perceived as "different" in either subtle or noticeable ways. Bullying is *not* simply "conflict". The most common type of bullying is verbal or psychological but technological advances in our society mean that the next most common type of bullying is, or soon will be, written in the form of cyber bullying.
- Every reported act of bullying will be investigated, action will be taken where necessary, and parents will be

notified. The school can investigate any bullying or cyberbullying that occurs on or off school grounds if it is having an apparent impact on the student's education.

- School disciplinary actions will be taken if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school, disrupts the education of the victim or disrupts the orderly operation of the school.
- Disciplinary actions range from a warning to after school detention, an in or out of school suspension, and may include notifying police.
- Targets must seek help from an adult. Reports of bullying can be made to parents, guardians, principals, teachers, counselors, or any trusted adult. The adult will immediately inform the principal and an investigation will begin. It is important to note that a member of the school staff may be named as the "aggressor" or "perpetrator" in a bullying report. For example, the following staff members (but not limited to) could be named: educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, and advisor to an extracurricular activity or paraprofessional.
- Retaliation is prohibited against a person who witnesses and reports bullying, provides information during an investigation, or has reliable information about bullying.

School Contacts

- Linda Ashley, Principal (508)-758-2521 lindaashley@oldrochester.org
- Kevin Tavares, Associate Principal (508)-758-6241 kevintavares@oldrochester.org
- Katie McManamon, Center School Guidance Counselor katiemcmanamon@oldrochester.org
- Bethanie Grant, OHS School Guidance Counselor bethaniegrant@oldrochester.org

Video Cameras

The School Committee, after carefully considering the privacy rights of students and drivers and the District's duty to ensure discipline and protect the health, welfare, and safety of staff and students on school transportation vehicles, has authorized the use of video cameras on its transportation vehicles when deemed necessary by school administration.

School Bus Conduct Rules

- 1. Treat your bus driver and other passengers with respect and courtesy.
- 2. Get on and off the bus by moving slowly and safely.
- 3. Passengers must be seated at all times with their feet on the floor, and facing forward.
- 4. Conversations should be carried on in a normal tone of voice. Shouting is inappropriate and unsafe. 5. Arms and heads must be kept inside the bus.
- 6. Windows may be open only by the bus driver or with his/her permission
- 7. Aisles must be kept clear at all times.
- 8. Profane and bullying language is forbidden.
- 9. Horseplay is unsafe and forbidden.
- 10. Throwing objects is unsafe and forbidden.

BUS DISCIPLINE POLICY

The driver to the offending student, school principal and the student's parents in writing will report violations of bus rules promptly. Violations may result in the loss of bus privileges or application of discipline sanction up to and including suspension.

1st Offense – Warning

2nd Offense – **Detention or Assigned Seat at Front of Bus**– This will be strictly enforced in conjunction with changes to our bullying policy

3rd Offense - 5-day bus suspension

Repeated Offenses* - Consideration of permanent exclusion

*Including exclusion from the bus for the balance of the school year.

Complete copies of the Transportation Policy are available upon request and for all new incoming students.

The Old Rochester Regional School District has established rules and policies regarding bus discipline. Bus drivers report violations of rules to administration. Parents receive a written notice of the incident and its consequences. are advised that school buses are equipped with videotape equipment. Taped incidents may be used in the process of dealing with infractions of school bus rules.

Copies of the Old Rochester Regional School District Bus Policy are available at the office or by visiting the link below.

http://z2policy.ctspublish.com/masc/Z2Browser2.html?showset=oldrochesterset

Old Rochester Regional District-Wide Behavioral Guidelines

Expectations

Expectations for behavior are necessary in order to guarantee that those who do not respect these rights do not interrupt the educational rights and privileges of well-behaved students. Rules are needed to ensure students' cooperation and responsible behavior. Self-control and consideration of others are the key components.

Students must behave appropriately and accept the leadership of teachers, school officials and others who have been assigned such responsibilities. Students must also adhere to school regulations on the way to and from school, on school grounds, on school buses, during extracurricular activities, or any time while under the school's supervision. Students may be disciplined for other behavior, which directly or indirectly impairs the educational process or good order of the school.

Due Process/Suspension and Expulsion

Teachers, administrators, and other authorized staff ordinarily will discipline students for inappropriate behavior. Consequences may include verbal warning, "time out", and notification to parents, referral to the principal, and/or detention. More serious cases, such as disrespectful language, stealing, destruction of property, fighting, drug possession and/or abuse, and possession of dangerous objects, will be referred to the administration, who may impose discipline, including suspension and/or expulsion, as provided by law.

Before a student is removed from the school for disciplinary reasons, the parent/guardian will be provided with notice and a hearing, except that a student may be immediately removed from school if the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process. In such circumstances, the notice and hearing will follow the initial removal from school.

Notice and hearing will consist of the following: the designated disciplinarian will give the parent/guardian oral notice

of the charges against him/her, and an opportunity to present his/her version of the facts. If the designated disciplinarian thereafter decides to suspend or expel the student, the student will be informed of the length of the suspension or expulsion.

The parent will be notified of the hearing and will be permitted to attend.

Sexual Harassment

We are committed to providing an educational environment that is free of sexual harassment. Sexual harassment is unacceptable and will not be tolerated in any form at any level of the school system. Any student or employee found to have condoned or engaged in sexual harassment may, depending upon the extent of his/her participation, be subject to disciplinary sanctions, up to and including suspension, in or out of school, or permanent exclusion from school in the case of a student, and up to and including termination of employment, in the case of an employee.

If a student or employee believes that they have been subjected to sexual harassment, whether by a student, a school employee, or any other person who comes on school property with permission, or that s/he has witnessed the sexual harassment of another, the student or employee should report the incident promptly to the Principal, the Associate Principal, the Superintendent, the Assistant Superintendent, or any other administrator with whom the student or employee feels comfortable. A complaint of sexual harassment by a student, or by a parent on the student's behalf, may also be made to any counselor or teacher. A counselor or teacher who receives such a complaint will notify the appropriate administrator to initiate an investigation.

It is the policy of the school committee to have all complaints of sexual harassment promptly and fully investigated and to take any steps necessary to remedy the situation. Normally, the Principal/Associate Principal will conduct the investigation of a complaint of sexual harassment or a designee selected by the Principal and will include separate private interviews with the complainant, each person accused of

harassment and each of the witnesses, if any. The administrator conducting the investigation will ordinarily document the interview, but those interviewed may also be asked to provide a written statement. All students and employees are expected to cooperate fully with any investigation of sexual harassment. Information provided during an investigation of sexual harassment will be accused may be informed of the identity of the complainant or witnesses, but, in those circumstances, the accused will be cautioned against reprisals or recriminations or any attempted intimidation or coercion of the complainant or witnesses. At the conclusion of the investigation, the administrator will prepare a report, which will be shared with both the complainant and the person or persons accused of harassment. If the complainant or the accused is dissatisfied with the results of the investigation, either may discuss the issue directly with the superintendent.

Special Offenses

Massachusetts General Laws, Chapter 71, Section 37H

G.L. Chapter 71, §37H	G.L. Chapter 71, §37H ½	G.L. Chapter 71, §37H ¾
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On school premises or at school-sponsored events or activities:

- Possession of a dangerous weapon
- Possession of a controlled substance
- Assault on a member of the educational staff

Offenses:

- 1. A felony charge or felony delinquency complaint against a student.
- 2. Conviction, adjudication, or admission of guilt with respect to such felony.

Offenses:

Any offense that is not addressed in 37H or 37H ½.

Consequence:

- Exclusion for amount of time up to expulsion;
- Principal may suspend and not expel as he or she deems appropriate

Due Process:

- Constitutional due process;
- Prior notice to student of charge and written notice of right to hearing;
- Right to representation at hearing; and to present evidence and witnesses at hearing.

Consequence:

- 1. Felony charge or felony delinquency complaint: suspension for a period of time deemed appropriate by principal *if* the principal determines the student's continued presence would have a substantial detriment on the general welfare of the school.
- 2. Felony or felony delinquency conviction or adjudication or admission of guilt with respect to such felony: removal for a period of time up to expulsion (i.e. permanent exclusion) *if* the principal determines that the student's continued presence would have a substantial detriment on the general welfare of the school.

Due Process (for either suspension or expulsion):

- Constitutional due process;
 Written notice of the charges and of the reasons before the suspension takes effect;
- Principal may determine the appropriate amount of time for suspension;
- Written notice of the right to appeal to the

Consequence:

- May not suspend a student from school long-term (i.e. more than 10 days) until other remedies and consequences have been considered; consider ways to re-engage the student in learning.
- Consequences other than suspension may draw from evidence- based strategies and programs such as mediation, conflict resolution, restorative justice, and behavioral interventions and supports.
- No student may be suspended for more than 90 school days in a school year.

Due Process:

- Except for in-school suspension and emergency removals, prior oral and written notice of the charge to the student, and to the student's parent, and the opportunity for a meeting/hearing with the principal before suspension takes effect.

 Consult 603 CMR 53:08 for details on notices.
 - Consult 603 CMR 53:07 for

superintendent; • Suspension remains in effect pending appeal to the superintendent.	emergency removal process and 603 CMR 53:10 for in-school suspension process • Explicit requirement to translate notice of the
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charges and the reasons in primary language of the home if other than English, or other means of communication where appropriate.

- Principal must make and document reasonable
 efforts to include the parent in
 meeting/hearing with the student.
- Principal must audiotape the hearing if requested by the parent and all those attending the hearing must be informed of the taping.
- Following hearing, principal must provide a written decision; and if a long-term suspension imposed, must inform student and parent in writing of the right to appeal to the superintendent and the process to be followed; translate notice of appeal rights in primary language of the home, or other means of communication where appropriate.
- Before any out-of-school suspension of a student in preschool or grades K 3, principal must notify

		superintendent in writing of the alleged misconduct and the reasons for suspending the student out-of-school.
Appeal from Principal's Decision:	Appeal from Principal's Decision to Suspend or to Expel:	Appeal from Principal's Decision:
		• Timeline for requesting appeal: written request

- Right to appeal expulsion decision to superintendent
 - Timeline for requesting appeal: ten days from date of expulsion
- Right to counsel at hearing
- Superintendent can make factual
 determinations as well as determine consequence.
- Timeline for requesting appeal: no later than 5 calendar days following the effective date of the suspension/expulsion
 - Superintendent must hold hearing within 3 calendar days of receipt of request and issue a decision within 5 calendar days.
 - Superintendent may overturn or alter the decision.

A student may appeal a suspension decision and the subsequent expulsion decision (following the conviction, adjudication or admission of guilt) regarding the same offense.

- not later than 5 calendar days following effective date of suspension; parent can request extension for up to 7 calendar days, which must be granted.
- The superintendent must hold hearing within calendar days of the parent's request for a hearing. The student or parent may request up to 7 additional calendar days. If so, the superintendent must allow the extension. The superintendent may have the hearing without the parent if the superintendent has made a good faith effort to include the parent.
- The student has the right to present oral and written testimony, to cross examine witnesses, and to counsel at his or her expense at the hearing.
- The superintendent must audiotape the hearing and notify hearing participants that the hearing will be taped.
- The superintendent determines the facts and consequences, if any,

Provision of Education Services:	Provision of Education Services: Same	Provision of Education Services: Same
Provide every student		
an opportunity to make		
academic progress		
during the period of		
suspension (whether		
in-school or		
out-of-school) or		
expulsion, to make up		
assignments, and earn		
credits missed. A district		
that suspends or expels		
a student for <i>more than</i>		
10 consecutive days		
must		
provide the student and		
the parent with <i>a list</i> of		
alternative educational		
services.		
See G.L. c. 76, §21 and 603 CMR 53.13 for details, including required notice.		

Discipline Collection and Reporting:

- Collect and report to the Department data concerning the types and lengths of removals, suspensions, and expulsions, and access to education services
- Periodically review discipline data by selected student populations; determine extent of disciplinary removals and the impact on such populations; adjust practice as appropriate
- Department will provide assistance to school(s) if Commissioner identifies school(s) in district that have the highest percentage of suspensions or expulsions in Massachusetts for more than 10 cumulative days in a school year.

See 603 CMR 53.14 for details.

Discipline Collection and

Reporting: Same

Discipline Collection and Reporting:

Same

See 603 CMR 53.14 for

Procedure for the Discipline of Students With Disabilities

If a suspension of more than ten days is proposed, or if a shorter series of suspensions would result in more than ten cumulative days out of class, for any student who has an IEP or 504 Plan, the school must convene a TEAM meeting before the expiration of the ten-day period.

At that meeting, the TEAM must first develop or review a behavioral intervention plan, consistent with the functional behavioral assessment of the student, then review the relationship between the student's disability and the behavior that is the subject of the discipline action. If the TEAM determines that the student's misconduct is a manifestation of the student's special needs, or results from an inappropriate special education program/program placement, or from an IEP that was not fully implemented, the long-term suspension or expulsion may not be imposed.

If the TEAM concludes that the misconduct is not related to the student's special needs, and it does not result from an inappropriate special education program/placement, or an IEP that was not fully implemented, then the long-term suspension or expulsion may be imposed, following the procedures listed in the law. Among other things the TEAM must offer placement in an interim alternative setting that will (1) enable the student to continue to participate in the general curriculum, (2) enable the student to receive services listed in the last agreed upon IEP, and (3) include any services and modifications designed to address the student's behavior. The parents have the right to request an expedited hearing before the Bureau of Special Appeals (BSEA) to challenge the manifestation determination or the alternative program. If the parents request a hearing, the "stay put" provision of the IDEA entitles the student to remain in the last agreed upon educational placement while the procedures are pending before the BSEA. The right does not apply if the student is charged with possession of a dangerous weapon or drugs. In those circumstances, the school personnel may remove the student to an interim alternative setting without parental consent for up to 45 calendar days. Similarly, if the school convinces the BSEA hearing officer that the student's continued presence in the current placement poses a danger to that student or to others, the student may be ordered into an interim alternative setting for up to 45 calendar days without parental consent.

Procedural Requirements Applied to Students not yet determined to be Eligible for Special Education:

- 1. If, prior to the disciplinary action, a district had knowledge that the student may be a student with a disability, then the district makes all protections available to the student until and unless the student is subsequently determined not to be eligible. The district may be considered to have prior knowledge if: a. The parent had expressed concern in writing; or
- b. The parent had requested an evaluation; or
- c. District staff had expressed directly to the special education director or other supervisory personnel specific concerns about a pattern of behavior demonstrated by the student. d. The district may not be considered to have had prior knowledge if the parent has not consented to evaluation of the student or has refused special education services, or if an evaluation of the student has resulted in a determination of ineligibility.
- 2. If the district had no reason to consider the student disabled, and the parent requests an evaluation subsequent to the disciplinary action, the district must have procedures consistent with federal requirements to conduct an expedited evaluation to determine eligibility.

3. If the student is found eligible, then he/she receives all procedural protections subsequent to the finding of eligibility.

Conflict of Interest Law and Gifts for Teachers

The Commonwealth's conflict of interest law,G.L. c. 268A, and the financial disclosure law, G.L.c.268B, restrict gifts and gratuities that school staff may receive. All teachers and school volunteers must be made aware of the content of these laws, specifically sections 3 and 23 of 268A, and section 6 of 268B. Section 3(b) prohibits a public employee from requesting or receiving anything of 'substantial value'* which is given for or because of an official act or act within the public employee's official responsibility. Similarly, under section 3(a), no one may give or offer such gifts to public employees.

In addition, G.L.c. 268B, section 6, specifically prohibits public employees or members of their immediate families from soliciting or accepting gifts with an aggregate value of \$100.00 or more in a calendar year. Next, under G.L.c. 268A, section 23(b)(2), public (school) employees are prohibited from using or attempting to use their position to obtain for themselves or others unwarranted privileges of substantial value that are not properly available to similarly situated individuals. Finally, even if a gift or gratuity is not of substantial value or does not fall within the prohibitions discussed above, G.L.c. 268A, section 23(b)(3) will, in many situations, require public (school) employees to disclose to their appointing authority, the gift and their relationship with the giver.

All school volunteers are required to be aware of the state's general laws and language surrounding gifts.

*Anything worth \$50.00 or more is considered to be "of substantial value" for the purposes of the conflict of interest law.

The full content of the State Ethics Commission law is available from the school office or online at http://www.mass.gov.

OLD ROCHESTER REGIONAL SCHOOL DISTRICT MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55

135 Marion Road, Mattapoisett, MA 02739 Tel. (508) 758 -2772 FAX (508) 758-2802 www.oldrochester.org

NON-DISCRIMINATION POLICY

The Old Rochester Regional School District and the Massachusetts School Superintendency Union No. 55, Marion, Mattapoisett, and Rochester, Massachusetts are committed to equal employment and educational opportunity for all members of the school community. Students and employees are protected from discrimination on the basis of race, color, gender identity, religion, national origin, gender, sexual orientation, age, pregnancy, homelessness, or disability in admission to, access to, treatment in or employment in its programs and activities.

The schools are also committed to maintaining a school and work environment that is free of harassment based on race, color, religion, national origin, gender, sexual orientation, age, gender identity, pregnancy, homelessness, and disability. Harassment includes physical or verbal conduct that is derogatory; this may include jokes, gestures, unsolicited remarks, or other behavior that creates an intimidating or offensive working or learning environment.

A student or employee who has a concern about discrimination or harassment should inform the Principal or the

Superintendent of Schools, who will take appropriate steps to attempt to resolve the situation, such as discussion with involved persons, identifying and questioning of witnesses, and other appropriate steps. In most cases, a resolution will be achieved. However, if it is determined that a hearing is warranted, a hearing will be held before the Superintendent of Schools or a person that he or she may designate.

The goals of the above grievance procedures are to resolve complaints in a fair and timely manner and to ensure compliance with nondiscriminatory practices. Additionally, reprisals or retaliation against any individual who reports on, or files a discrimination or harassment complaint is strictly prohibited.

If you wish to discuss your rights, would like further information, or want to obtain help in filing a complaint, you may contact the Superintendent of Schools. The telephone number is (508) 758-2772 x1956. Any person having inquiries concerning the School District's compliance with the regulations implementing Title VI, Title IX, Section 504, ADA, or Chapter 622 is directed to contact the superintendent of schools, who has been designated by the School District to coordinate the District's efforts to comply with the regulations implementing Title VI, Title IX, Section 504, ADA, and Chapter 622, or write to:

Office for Civil Rights
John W. McCormack Post Office and Courthouse
Room 222
Post Office Square
Boston, MA 02109

OLD ROCHESTER REGIONAL SCHOOL DISTRICT MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55 Marion – Mattapoisett – Rochester, Massachusetts

Annual Notification of Rights Under PPRA

August 30, 2023

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education:

- 1. Political affiliations or beliefs of the student or student's parent;
- 2. Mental or psychological problems of the student or student's family;
- 3. Sex behavior or attitudes:
- 4. Illegal, anti-social, self-incriminating, or demeaning behavior;

- 5. Critical appraisals of others with whom respondents have close family relationships; 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers; 7. Religious practices, affiliations, or beliefs of the student or parents; or
- 8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

- 1. Any other protected information survey, regardless of funding;
- 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use:

- 1. Protected information surveys of students;
- 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- 3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

The School Committee has adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The school district will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The school district will also directly notify, such as through US Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The school district will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

• Collection, disclosure, or use of personal information for marketing, sales or other distribution. • Administration of any protected information survey not funded in whole or in part by ED. • Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office

U.S. Department of Education 400 Maryland Avenue, S.W. Washington, D.C. 20202-5901

Center School and Old Hammondtown Health Office Information <u>Annual Screenings</u>

Vision Screening: Grade Kindergarten through Grade 5

Hearing Screening: Grade Kindergarten through Grade 3

Postural Screenings: Grade 5 and Grade 6

If for any reason you would like your child to opt out of the screenings listed above, please submit a written request to the Health Office.

Health Requirements

School Physicals: Required upon entry to Kindergarten and prior to entering grade 4 and grade 7. Dr. Mendes, our school physician, is available to conduct physicals for students upon written request to the Health Office.

School Immunizations: Before entering Kindergarten, students must have:

3 doses of Hep B

5 doses of DTaP/DTP

4 doses of Polio

2 doses of MMR

2 doses of Varicella

Lead screening

Guidelines for when to keep your child home from school

- Fever greater than 100 degrees (must be fever free without fever reducing medication for 24 hours) Vomiting and/or diarrhea prior to coming to school
- Thick green tinged mucous
- Persistent cough
- Lingering sore throat with or without fever
- Rash of unknown origin
- Asthma flare up if you have not provided necessary medication to the Health Office
- Red eyes with or without drainage

Medications

The administration of any medication, including over-the-counter medications such as Tylenol, Motrin and cough medicine, may only be given under an order from a physician, dentist, nurse practitioner or physician assistant, in conjunction with parental permission. These forms are available in the Health office at both schools.

MATTAPOISETT SCHOOL COMMITTEE MEETING

Mattapoisett, Massachusetts REGULAR MEETING Thursday, October 26, 2023 ZOOM LINK:

Join Zoom Meeting

https://oldrochester-org.zoom.us/j/96815845547?pwd=MlJtRVFXOVIPTWVHaUlLcEg3U21IQT09

Meeting ID: 968 1584 5547 Passcode: 146869

This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in in the Cafeteria at Center School located at, 16 Barstow Street, Mattapoisett, MA 02739 or via zoom. Public is able to attend in person or via zoom.

6:30 P.M. MEETING TO ORDER

RECOGNITION PRESENTATION

- I. Approval of Minutes
 - A. Minutes
 - 1. Regular Meeting Minutes September 21, 2023
 - 2. Executive Session Minutes
 - 3. Budget Subcommittee Minutes
- II. Consent Agenda
- III. Agenda Items Pending
- IV. General
 - A. MCAS Presentation
 - B. 2024-2025 Draft School Calendar
- V. New Business
 - A. Curriculum
 - B. Business/Finance & Operations
 - 1. Financial Report
 - 2. Food Services Report
 - 3. Facilities Report
 - 4. Budget Transfers
 - C. Personnel
- VI. Special Topic Report

CHAIRPERSON'S REPORT

CENTRAL OFFICE ADMINISTRATORS REPORT

PRINCIPAL'S REPORT

- VII. Unfinished Business
- VIII. School Committee
 - A. Committee Reports
 - 1. ORR District School Committee
 - 2. SMEC
 - 3. READS
 - 4. Early Childhood Council
 - 5. MASC
 - 6. Mattapoisett Capital Planning
 - 7. Tri-Town Education Foundation
 - 8. Policy Subcommittee
 - 9. Budget Subcommittee
 - 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
 - XII. Executive Session

ADJOURNMENT

MATTAPOISETT PUBLIC SCHOOLS MATTAPOISETT, MA

TO: Mattapoisett School Committee

FROM: Michael S. Nelson, Superintendent of Schools

DATE: October 24, 2023 **RE:** Agenda Items

The following items are on the agenda for October 26, 2023:

I. Approval of Minutes (VOTE NEEDED)

I1. Approval of Minutes - Regular Session

Recommendation

That the School Committee review and approve the minutes of September 21, 2023. Please refer to "MTSC 10262023 September Minutes".

IV. General

A. MCAS Presentation

Recommendation:

That the School Committee hear a presentation from administration.

B. 2024-2025 Draft School Calendar

Recommendation:

That the School Committee review the draft school calendar for the 2024-2025 school year. Please refer to "MTSC 10262023 Draft School Calendar".

V. New Business

C. Business

1. Financial Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to "MTSC 10262023 FY24 Financial Memo" and "MTSC 10262023 FY24 Financial Report".

2. Food Services Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to "MTSC 10262023 Food Service Report".

3. Facilities Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to "MTSC 10262023 Facilities Report".

IX. Future Business

A. Timeline

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

Mattapoisett School CommitteeJoint School CommitteeDecember 7, 2023 at 6:30pmJanuary 18, 2024 at 6:30pmHybrid FormatHybrid Format

B. FUTURE AGENDA ITEMS

- Approval of new School Improvement Plan (December)
- Initial Budget Review (January)
- Health Unit Application (February)
- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

If you have questions about any of the recommendations above, please feel free to contact the Superintendent's Office.

MATTAPOISETT SCHOOL COMMITTEE MEETING

Mattapoisett, Massachusetts BY: HYBRID FORMAT

MEETING MINUTES September 21, 2023

Regular meeting of the Mattapoisett School Committee was held on Thursday, September 21, 2023, and called to order by Chairperson Carly Lavin at 6:31pm.

Chairperson Lavin stated the meeting is being conducted via hybrid format and the public has the ability to participate in-person or remotely through zoom with the link provided.

MEMBERS PRESENT: Carly Lavin, Chairperson (in-person); James Muse, Vice-Chair (in-person); Cristin Cowles (remote); and Tiffini Reedy (in-person).

MEMBERS ABSENT: Amanda Hastings

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching and Learning (in-person); Howard Barber, Assistant Superintendent of Finance and Operations (in-person); Kristine Lincoln, Interim Director of Students Services (in-person); Dr. Linda Ashley, Principal – Center School (in-person); Kevin Tavares, Principal – Old Hammondtown School (in-person); Melissa Wilcox, Recording Secretary (in-person), teachers; staff; parents; members of the press and public via zoom or in-person.

MEETING TO ORDER:

Chairperson Lavin stated in accordance with Massachusetts Open Meeting Law, the Agenda has been set, the meeting is being recorded, and unless there are any emergencies that need to be added, the Agenda will be followed as outlined.

School Committee Recognition

Superintendent Nelson, Chairperson Lavin and the administration recognized and welcomed new staff. Please see appendix A.

I. Approval of Minutes:

1. A. 1. Approval of Minutes – Regular Session – June 20, 2023

Recommendation:

That the School Committee review and approve the minutes of June 20, 2023.

MOTION: by Tiffini Reedy to approve the Regular Meeting minutes of June 20, 2023 as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

IV. General

A. Approval of Plaque

Recommendation:

That the School Committee review a request from Kimberly Clough, granddaughter of Franklin A. Caswell, Jr., to place a plaque at Caswell Circle at Old Hammondtown School in Mr. Caswell's honor.

Principal Tavares stated that he worked with 'Bronc' for many years and he did love his job, as the plaque says. Ms. Clough explained that she would like people to know why it is called Caswell Circle.

School Committee Feedback:

Chairperson Lavin commended the idea and said it is a great way to connect the history of the school.

Mr. Muse agreed that is very important to keep the history alive.

MOTION: by Carly Lavin to approve the plaque at Caswell Circle in honor of Mr. Caswell as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

B. Opening Day Update

Recommendation:

That the School Committee hear an update from administration.

Superintendent Nelson stated the following:

This past Monday we welcomed back our faculty and staff members to the 2023-2024 school year. Following tradition - all staff members were greeted at the ORR Campus for light refreshments and an opportunity to catch up with one another from 7:30 - 8:20. It is always exciting when the staff from all six of our schools can come together in one place. Many of our students who serve as AmbassadORS or Project 351 Influencers were present on campus to welcome back staff members. Next, the faculty and staff members transitioned to the high school auditorium for our opening day ceremony.

First, I had the privilege of offering opening remarks to our incredible team - my comments focused on our purpose as educators and the opportunities that a new school year brings. Dr. Fedorowicz then shared with the audience the happenings in teaching and learning and what the upcoming year will bring from a teaching and learning perspective. Next, we spent time recognizing the service of our educators and staff members from across our schools. Kim Amato hit her 15 year milestone and Lynne Arruda has met the 25 years of service milestone for Rochester Memorial School. Of particular note - Margaret DeMello at Old Hammondtown School is currently at 49 years of service and counting! We also spent time introducing new members of the faculty and staff during our opening day ceremony - as it is important to provide a warm welcome to our new colleagues.

From there - Niah Gonzales, a 6th grade student from Sippican School took over the podium. Niah is a Project 351 Influencer and simply an amazing young lady. Simply put - she provided a powerful keynote speech to the audience regarding the important roles our faculty play in the lives of our students. After watching Niah speak - I have no doubt that our community will continue to hear more and more about this young leader. Niah also introduced our closing speaker Mr. Steve Gross from the Life is Good Company. Steve spent valuable time with our educators discussing the power of optimism - while acknowledging the incredibly hard and complex work our teachers and staff take on each day for our students. Just as planned - Mr. Gross met the mark by setting a positive tone for the school year - challenging us all to look for the opportunities in all situations that can lead to positive outcomes.

C. Approval of Grant(s)

Recommendation:

That the School Committee review for approval an OpenSciEd grant for grade 5 in the amount of \$4,100.

Superintendent Nelson stated the following:

Tonight it is recommended that the Mattapoisett School Committee accept an OpenSciEd Grant Fund Code 599 in the amount of \$4,100. The grant allocation allows for training costs, covers substitute costs, and supplies and materials.

School Committee Feedback:

Chairperson Lavin asked to confirm if this was to evaluate bringing OpenSciEd to grade 5 or a pilot. Dr. Fedorowicz confirmed that it is a grant to pilot two units to grade 5, which will work well with already having the pilot up and running in grades 6 through 8.

MOTION: by James Muse to approve the OpenSciEd grant for \$4,100 as presented

SECONDED: Tiffini Reedy

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

D. Approval of Disposal of Materials

Recommendation:

That the School Committee review for approval the disposal of materials.

Superintendent Nelson stated the following:

It is recommended that the school committee approve the disposal of the Reading Street materials to be recycled as they are no longer in use after the adoption of the new literacy program IntoReading.

MOTION: by Carly Lavin to approve the disposal of the literacy materials as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

E. Approval of Student Handbook

Recommendation:

That the School Committee review the 2023-2024 student handbook.

Superintendent Nelson stated the following:

Dr. Ashley and Mr. Tavares have provided a draft student handbook for the school committee to review this evening. Changes are highlighted throughout the document.

Mr. Tavares reviewed the document explaining no significant changes were made, mainly updating dates and reflecting changings in staff. He noted that all the elementary principals have been working together to better align the student handbooks across all three districts. Please see appendix B.

School Committee Feedback:

Ms. Reedy asked how it works if a student is absent during MCAS. Dr. Ashley confirmed that the state allows for a make-up window so anyone that missed testing can make it up.

MOTION: by Carly Lavin to approve the 2023-2024 Student Handbook with revisions as presented

SECONDED: James Muse

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

V. New Business

B. Business

1. Financial Report

Recommendation:

That the School Committee hear a report from Mr. Barber.

Mr. Barber reported that the Mattapoisett School District has closed its Fiscal Year June 30, 2023 year-end with remaining funds in the amount of \$18,647 in the Bristol County Agricultural High School fund and the general funds remaining were \$3,325.

2. Food Services Report

Recommendation:

That the School Committee hear a report from Mr. Barber.

Food Service Director's Report (By: Jill Henesey) dated September 2023 as follows:

Center School

- It is my pleasure to announce that the state of Massachusetts is 8th in the country to provide Universal Free School Meals to All students regardless of income permanently.
- Extra items will be available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- We had a successful summer feeding all of the district students during the Acceleration Program.
- The Food service team participated in a full day of professional development training on 08/29.
- Friendly reminder to visit the food service website orrschoolmeals.com or access the page via the school website to check out the interactive menus, add/transfer funds, or apply for meal benefits.
- We look forward to a great new school year ahead and feeding all of our children!
- Fun Fact: SY 22-23 Center served 10,352 breakfast meals and 22,401 lunch meals for the year!

Old Hammondtown School

- It is my pleasure to announce that the state of Massachusetts is 8th in the country to provide Universal Free School Meals to All students regardless of income permanently.
- Extra items will be available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- We had a successful summer feeding all of the district students during the Acceleration Program.
- I am happy to announce that the new serving line have been installed over the summer.
- The Food service team participated in a full day of professional development training on 08/29.

- Friendly reminder to visit the food service website orrschoolmeals.com or access the page via the school website to check out the interactive menus, add/transfer funds, or apply for meal benefits.
- We look forward to a great new school year ahead and feeding all of our children!
- Fun Fact: SY 22-23 OHS served 8,633 breakfast meals and 20,144 lunch meals for the year!

3. Facilities Report

Recommendation:

That the School Committee hear a report from Mr. Barber.

Facilities Director's Report (By: Gene Jones) dated September 2023 as follows:

Center Elementary School

- All firefighting systems have been inspected/tested including the ANSUL (kitchen fire suppression system), fire sprinkler, kitchen hoods and stationary fire extinguishers.
- The boilers have been cleaned, serviced and inspected.
- Annual air quality testing of facility completed, no actions required.
- HVAC Capital Project completed. Contractor fine tuning controls.
- Completed routine maintenance on all facility systems.

Old Hammondtown Elementary School

- All firefighting systems have been inspected/tested including the ANSUL (kitchen fire suppression system), fire sprinkler, kitchen hoods and stationary fire extinguishers.
- The boilers have been cleaned, serviced and inspected.
- Annual air quality testing of facility Completed, no action required.
- Installed new food service serving line.
- Work-study painted two hallways.
- Replaced aged Fire Panel (capital funded).
- Completed routine maintenance on all facility systems.

D. Personnel

The following staff members were hired for the 2023-2024 school year.

Kristine Lincoln – Interim Director of Student Services

Teah Keogh – ELL Specialist

Katie Trudell – Teacher, Grade 5

Katie Crowley – Lunch/Recess Aide

Alda Medeiros - Special Education Secretary

The following staff members retired/resigned/non-renewal.

Craig Davidson – Director of Student Services

Kathy Dranchak – ELL Specialist

Kayleigh Lake – Lunch/Recess Aide

Colleen Johns – Library Specialist

VI. CHAIRPERSON'S REPORT:

Chairperson Lavin stated the following:

I'd like to turn our attention to the largest theme from this committee last school year: new Literacy program. It's finally here, the work to review and find the right program is behind us...but no one in this school community should be fooled - the hard work is now squarely in front of us. This new literacy program is a massive change and the district will need continued leadership from this committee, Superintendent Nelson, Dr. Fedorowicz, Mr. Tavares and Dr. Ashley. We have a long-term goal that will require passion and perseverance to successfully implement. We need grit from everyone, from top to bottom. It'll be easy to get overwhelmed and discouraged, but I'd urge everyone to stay the course. This is an opportunity for our children to see some of the important figures in their life model grit by practicing these new skills and putting consistent effort, coupled with a growth mindset and embracing a sense of greater purpose. So I will close with a sincere Thank You to our teachers for your willingness to try a new program. On behalf of this committee, we acknowledge that there may be growing pains and the trajectory may not be straight path up, but we believe in you, and our whole school community to push the literacy of our earliest learners forward.

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Superintendent Nelson thanked the administration team, faculty and staff for a successful reopening of schools. He visited each building and many classrooms throughout the day and enjoyed seeing the students back and the positive energy throughout. The administration has already participated in multiple well-attended, open house events and this is the third school committee meeting. Superintendent Nelson thanked everyone that participated in the Vision2028 Strategic Plan process, which he anticipates will be approved at the next Joint School Committee meeting next week. At this meeting, he hopes the committee will agree to appoint Interim Director of Student Services Kristine Lincoln and adopt the Professional Development plan for 2023-2024. Lastly, Superintendent Nelson thanked the staff that worked with him on the new website including Mr. Barber, Erin Bednarczyk and Melissa Wilcox, along with ORCTV for their drone footage. The new website was successfully launched last month. The Superintendent's newsletter and Principal's newsletters are also available on the website and a new app is in the works for this coming school year to continue to streamline communication to families.

Dr. Fedorowicz reported the following: *OpenSciEd:*

We received a grade 5 OpenSciEd grant to continue the rollout of OpenSciEd to the next grade level for materials and Professional Development. This year we are piloting two beta units. One of our teachers, Mr. Squire, attended the summer training which was covered by the grant so he could start the first unit this fall. A special thank you to him for taking some time in the summer to attend professional development to kick off the year! For grade 6, we are currently in our second year of a 3-year implementation plan piloting two additional units for a total of four this year which is still covered by the grant along with Professional development.

New Teacher Induction:

New Teacher Induction was held before school started on August 24th. We provided an overview of Teaching and Learning, Technology, and Student Support services before heading to their buildings to set up their classrooms. Thank you to the Mentors and principals in supporting our new teachers. I also want to thank Kim Read for the time and energy she took by creating a welcoming setup for our new teachers.

Literacy

We are really excited to start the year with a brand new reading curriculum and assessment aligned to the Science of Reading and DESE's Curate which we were able to purchase with the help of a grant last year. We ended last year with initial voluntary virtual training before summer for those that were available to attend. We had close to 50 teachers between all three districts attend. Our first full PD day fully supported teachers with IntoReading and DIBELS training to jumpstart the year. Our next PD session on Sept. 27th will provide more advanced training around IntoReading. Future PD will involve targeted training in the Science of Reading. In addition, we continue to partner with the HILL to support our teachers in the implementation of the new reading program and data analysis. We will be working on an informational parent/guardian night with the new reading curriculum later this fall so parents are able to view the new curriculum and ask questions. Teachers are still acclimating as we just got started this month so we are giving them some time to become familiar with the curriculum.

I want to thank Dr. Ashley, Mr. Tavares, Kim Read, IT, teachers and the custodial staff for all of their hard work and organization this summer to ensure that all the materials were ready to go for the teachers and students! I also want to extend a thank you to School Committee for all of your support. It was a big undertaking last year to get us where we are today...and we will be continuing support for teachers over the next 2-3 years. Thank you to teachers as this is hard work and a big change. I am looking forward to the continued work and support with all of you for this coming year! I think it will be a wonderful year!

Ms. Lincoln reported the following:

I would like to thank Mr. Charley West and Mr. Kyle Letendre for their leadership in running the SAIL program and commend them on their hard work organizing, collaborating and building a successful team this summer. Over the six week program courses addressed topics of science, mathematics, reading and writing. Activities supported building skills in the areas of team building, communication, collaboration, creativity and critical thinking. Together with the staff they provided a positive and engaging learning environment on the high school campus this summer. Also, Mr. West in collaboration with Ms. Hughes and Ms. Aarsheim oversaw a grant funded summer enrichment program in the afternoon on the high school campus, focusing on academic and social emotional growth. Students were involved in activities focusing on but not limited to physical fitness, the arts and project-based learning. As we open the school year, our special education team is collaborating with classroom teachers

to implement accommodations and supporting access to the curriculum. They are working with students, setting a positive learning environment for the new school year.

PRINCIPAL'S REPORTS

Mr. Tavares reported the following:

The new school year is underway and I couldn't be more excited about what the weeks and months ahead have to offer. This year, we have a lineup of fantastic activities, educational projects, and exciting lessons planned to make learning enjoyable and meaningful. I am happy to report that we welcomed 49 new students to 4th grade, and 121 returning 5th and 6th grade students. OHS opened its doors to families and friends on Wednesday, September 6th for our annual Open House. Attendance was quite high with over 150 families in attendance.

Communication and collaboration are key components of a successful academic journey, and I am happy to announce that a weekly SMORE will be sent to families on Sundays this year. This School to Home newsletter will highlight happenings at school, as well as, important dates and times for activities that are going on at school. The OHS chorus had its first rehearsal on Friday, September 15th and our concert band had its first rehearsal on Thursday, September 14th. Jazz band tryouts took place on Wednesday, September 13th and we can't wait to hear them in December at our annual holiday concert.

Artist Bren Bataclan will visit OHS on Monday, September 18th to celebrate our new cafeteria mural. Mr. Bataclan worked with last year's 4th-grade students to create funny food-related characters. He then took each student's unique character and painted them on the walls of the cafeteria. This opportunity would not have been possible without the continued support of the Mattapoisett PTA and we could not be more thankful. The mural looks amazing and has transformed the cafeteria into a much happier place.

The new District Literacy Program is up and running and the staff has hit the ground running. The training and professional development provided by the Office of Teaching and Learning has set the foundation for this new initiative. This year is all about embracing new challenges, building strong friendships, and working towards our full potential. There will be laughter, learning, and moments that will make this school year memorable and we can't wait to see where it will lead us. The adventure is about to begin, and we're thrilled to have you be a part of it!

Staffing Changes:

- OHS welcomes Ms. Katie Trudell. Katie joins our 5th grade team and has hit the ground running. Katie spent 3 years teaching in New Bedford before accepting her position at OHS and we couldn't be more happy to have her onboard.
- Laura Mirabito, former 6th grade teacher at OHS, has transitioned to her new role as our Center/OHS librarian.
- Jocelyn Mare, former 5th grade teacher at OHS, has moved to the 4th grade.
- Julie Letourneau, former 4th grade teacher, has moved to the 6th grade.

Dates to Remember:

Monday, 9/18

• Unveiling of the mural in the cafeteria by artist Bren Bataclan

Tuesday, 9/19

- Jazz Band 4:00 pick up
- Running Club pick up 4:00 Center School

Wednesday, 9/20

- Band Practice 7:30am
- Sportfit pick up 4:00pm

Thursday, 9/21

- Band Practice 7:30am
- Robotics pick up 4:00

Friday, 9/22

• Chorus 7:45 am

Dr. Ashley reported the following:

- \sim We have had a wonderful start to the school year at Center School. We welcomed 208 students in grades K 3 and 25 students in Project Grow.
- ~We welcomed three new staff members to the Center School Team.

- Mrs. Laura Mirabito is excited about her new role as the librarian for Center and OHS. She looks forward to sharing her passion for literacy with PreK 6 students.
- o Mrs. Katie Crowley is enjoying her role as our lunch/recess monitor and paraprofessional. She is excited to work with students and support classroom instruction.
- o Mrs. Alda Medeiros began her position as the special education secretary for Center and OHS. She looks forward to working with teachers and families to support special education processes.
- ~A big thank you to Ms. Sevigny, our school secretary, for her work preparing for a successful start to the new school year.
- ~A big high five to our custodian team, led by Mr. Barbosa, who worked all summer to clean our school from top to bottom. Everything is gleaming!
- ~This year will be exciting for students, teachers, and families. Each classroom will implement our newly adopted core literacy program, Into Reading, published by Houghton Mifflin Harcourt. All the literacy materials have arrived and are ready for teachers and students. Teachers will participate in literacy professional development with Hill for Literacy consultants focused on program implementation throughout the year. We will be hosting literacy information opportunities for families this year. Teachers will send Into Reading Family Letters to families at the beginning of each module. Families play an essential role in children's love of reading and literacy development.

September and October 2022 - Upcoming events:

September 15 - October 15 ~ Hispanic and Latin Heritage Month

September 27 ~ Early Release Day

October 5 ~ Center School Lifetouch Picture Day

October 5 - PTA Meeting @ 7:00 PM

October 9 - Columbus Day - No School

October 19 and 20 - Parent/Guardian Conferences - Early Release Day

VIII. School Committee

A. Committee Reports

- 1. ORR District School Committee James Muse reported that at the recent meeting they reorganized and approved a grant for the junior high school facilitating cell phone security and use. They also discussed the free and reduced lunch application and hope families do apply because it helps the district in other areas even through meals are free now.
- 2. SMEC Ms. Reedy reported they meet next week.
- 3. READS Mr. Nelson reported that they convened on September 14th and Ms. Lincoln accompanied him. It was Ms. Medeiros' first meeting as the next Executive Director and they discussed new hires, conducted budget work and future plans for 2023-2024.
- 4. Early Childhood Council no report.
- 5. MASC no report.
- 6. Mattapoisett Capital Planning no report.
- 7. Tri-Town Education Foundation Superintendent Nelson reported that they did meet earlier today and focused on welcoming new members, talking about the future of the foundation and reorganization. Ms. Doreen Lopes was appointed chairperson.
- 8. Policy Subcommittee Cristin Cowles reported they are meeting in October.
- 9. Budget Subcommittee No report.
- 10. Equity Subcommittee No report.

B. School Committee Reorganization

Chairperson Lavin informed the committee that there has been some change in the Capital Planning Committee within the town so she would like the committee to consider her becoming the primary member as she has become a more experienced member of the Committee due to the changes. Ms. Reedy could become the alternate.

MOTION: by James Muse to nominate Carly Lavin as the primary member of the Capital Planning Committee and

Tiffini Reedy as the alternate

SECONDED: Tiffini Reedy

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

Chairperson Lavin asked the committee to consider adding an alternate to the Subcommittees that Amanda Hastings is the primary member of as back up.

Tiffini Reedy volunteered to the be alternate for the Tri-Town Education Foundation, Carly Lavin volunteered for the Sick Bank Leave and Cristin Cowles volunteered for the Equity Subcommittee

MOTION: by Tiffini Reedy to nominate James Muse for Chairperson

SECONDED: Cristin Cowles

OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

IX. Future Business

A. Timeline

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

Mattapoisett School CommitteeJoint School CommitteeOctober 26, 2023 at 6:30pmSeptember 28, 2023 at 6:30pm

Hybrid Format Hybrid Format

B. FUTURE AGENDA ITEMS

- Approval of new School Council goals (October)
- Approval of new School Improvement Plan (October)
- MCAS Results Report (November/December)
- Initial Budget Review (January)
- Health Unit Application (February)
- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

X. Open Comments

Chairperson, Carly Lavin stated the following:

Public Comment is governed by approved school committee policy.

Per the committee's policy we will offer up to 15 minutes for public comments this evening. Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. However, the committee takes any public comment made seriously and appreciates hearing from the public. Anyone looking to provide a public comment must be acknowledged by the Chairperson before addressing the committee. Those making a public comment will have up to three minutes to address the committee and must start their comment by stating their name and the town they reside in. For those in-person, there is a sign in sheet for those looking to make a public comment located on the side wall and those on zoom, if you are attending this meeting by zoom, you can send a message in the chat with your name and the town you reside in. The chairperson will alternate between in-person and zoom participants.

There were no public comments.

XI. Information Item

Recommendation:

That the School Committee review the READS Collaborative Quarterly Report Overview – September 2023. Superintendent Nelson stated the report can be found in the school committee back-up information for review.

ADJOURNMENT:

That the School Committee adjourn the Regular Session of the Mattapoisett School Committee at 7:31pm.

MOTION: by James Muse to adjourn the Regular Session of the Mattapoisett School Committee at 7:31pm.

SECONDED: Carly Lavin OPPOSED: None

ROLL CALL: Carly Lavin (yes); James Muse (yes); James Muse (yes); Tiffini Reedy (yes)

MOTION PASSED: 4:0

Respectfully Submitted,

Melissa Wilcox, Recording Secretary

Center School Recognition



10 years

Jane Zajac

Kindergarten Teacher

15 years
Sarah Mendes
Elementary Teacher

Laura Mirabito
Library/Media Specialist

Carolyn Pawlishen
Reading Specialist



Center School Recognition



20 years
Virginia Rotchford
Paraprofessional

25 years

Cynthia Dawicki

RBT Paraprofessional

30 years

Jennifer Aguiar

Elementary Teacher

Lori Sevigny
Principal's Secretary



Center/OHS Recognition



10 years
Benjamin Squire
Science Teacher

20 years
Chad Cabeceiras
Physical Education

25 years
Lisa Lourenco
Technology Coordinator



OHS Recognition



10 years
Stella Brogioli
Paraprofessional

Sara Jacobsen Elementary Teacher

Kate Williams
Elementary Teacher



OHS Recognition



15 years

Sherri Panek Paraprofessional

Elizabeth Valliere Elementary Teacher



OHS Recognition



20 years
Stacy Barrows
Elementary Teacher

Amy Casi Elementary Teacher

Kristen Sunde Elementary Teacher



Welcometo the TEAM



Kristine Lincoln

Interim Director of Student Services

Summer Highlight:

Spending time with my cousins.

- Hobbies include flower photography and scrapbooking
- Star Trek/Star Wars fan
- avid audiobook reader





Teah Keogh ELL Specialist

Summer Highlight:

Trip to Colorado - crossed the Royal Gorge!

- This was my old position.
- My daughter is starting kindergarten.
- I love going to the movies alone.



Center School





Katie Crowley Lunch/Recess Aide

Summer Highlight:

I went camping for the first time this summer at Sebago Lake in Maine.

- I am a Sippican/ORR alumni.
- Both of my daughters (ages 13 and 15)
 have grown up in Mattapoisett and attended
 ORR schools as well.
- My "favorite child" is my golden retriever,
 Carl, because he never talks back.



Center & Old Hammondtown School 🔧





Alda Medeiros Special Education Secretary

- Wonder woman fan but prefer marvel movies.
- Can not walk barefoot must always have shoes on. Even when swimming.
- Love road trips planned or unplanned.
 Longest road trip 22 hours straight to
 Florida.



Katie Trudell Grade 5 Teacher, OHS

Summer Highlight:

Getting my new dog Finley!!

- I like to sing.
- I have a tattoo.
- My favorite subject to teach is ELA.

Mattapoisett Public Schools

Center School and Old Hammondtown School 2023-2024 Student Handbook





Center School 17 Barstow Street P.O. Box 477 Mattapoisett, MA 02739 School Office Phone 508-758-2521 School Office Fax 508-758-3153

Old Hammondtown School 20 Shaw Street Mattapoisett, MA 02739 School Office Phone 508-758-6241 School Office Fax 508-758-4667

August 30, 2023

Dear Parents and Guardians:

Welcome to a new school year!

The Center School and Old Hammondtown School staff welcome the opportunity to share each day with your children. We are confident that together we can create the optimum learning environment to ensure the success of all students.

The Mattapoisett Public Schools Handbook has been designed to share information with you regarding school policies and the daily school operations. We hope that you will find the information contained in this handbook to be a useful reference throughout the school year.

We are looking forward to this new school year and continuing to work with each family. Together we can make a difference in the life of each child in the Mattapoisett Public Schools!

Thank you for your continued support!

Sincerely,

Linda Ashley, Center School Principal

Kevin Tavares, Old Hammondtown School Principal

CENTER SCHOOL MISSION STATEMENT

"Children are the world's most valuable resource and its best hope for the future." John F. Kennedy

Center School is dedicated to the belief that all children can learn. We believe in educating the whole child-intellectually, physically, emotionally and socially. We believe that our children are our future, and that it is the shared responsibility of our staff, parents and the community to assist our students in reaching their optimum growth and development.

CENTER SCHOOL VISION STATEMENT

By the promotion of positive values, goals, and high expectations, Center School students will foster a love of learning and realize that through their best efforts success will be achieved. Students will continue to broaden their sense of worth and exhibit confidence in their abilities. Our ultimate goal is to prepare our children for the academic and social challenges of an ever-changing world.

OLD HAMMONDTOWN SCHOOL MISSION STATEMENT

Our mission at Old Hammondtown School is to create a safe and enriching learning environment. The members of the OHS staff work together to be supportive role models and provide strong leadership for student achievement. We set high academic and social standards, and build positive relationships with students. Instruction is relevant and connected to the local and greater world community.

OLD HAMMONDTOWN SCHOOL VISION STATEMENT

By the promotion of positive values, goals, and high expectations, Old Hammondtown School students will foster a love of learning and realize that through their best efforts success will be achieved. Students will continue to broaden their sense of worth and exhibit confidence in their abilities. Our ultimate goal is to prepare our children for the academic and social challenges of an ever-changing world.

Center School and Administration

Linda Ashley Principal Lori Sevigny Administrative Assistant, CS Jamie Balsis Center School Nurse Kathleen McManamon Adjustment Counselor, CS

Old Hammondtown School and Administration

Kevin Tavares Associate Principal Jennifer Janicki Administrative Assistant, OHS Amy Ripley Old Hammondtown School Nurse Bethanie Grant Adjustment Counselor, OHS

Old Rochester Regional School District Administration

Michael S. Nelson Superintendent of Schools
Kris Lincoln Interim Director of Student Services
Sharlene Fedorowicz Assistant Superintendent of Teaching and Learning
Howard Barber Assistant Superintendent of Finance and Operations
Eugene Jones District Facilities Director

Central Office Phone (508) 758 - 2772

Mattapoisett School Committee Members

Carly Lavin - Chairperson James Muse - Vice Chairperson Tiffini Reedy Amanda Hastings Cristin Cowles

Center School Staff

Aarsheim, Courtney - Grade One Teacher

Aguiar, Jennifer - Grade One Teacher

Anderson, Greta - Art Teacher

Ashley, Linda - Principal

Balsis, Jamie - Center School Nurse

Barbosa, Amilcar - Head Custodian / Facility and Grounds

Barry, Michele - Grade Two Teacher

Cabeceiras, Chad - Physical Education Teacher

Camacho, Deborah - Reading Specialist

Crowley, Katie, Lunch/Recess Monitor/Paraprofessional

Allison Dunn - Math Interventionist

Dawicki, Cynthia - Special Education Paraprofessional

Dowling, Willow - General Music/Chorus Teacher

Duke, Claudia - Special Education Teacher

Eble, Miriam - Special Education Teacher

Farell, Karen - Special Education Paraprofessional

Fernandes, Stacey - Head Cook

Fiore, Tracy - Speech/Language Pathologist

Goodwin, Beth - Special Education Paraprofessional

Guertin, Brittany - Health Teacher

Griffin, Kim - Grade Three Teacher

Hughes, Marissa - Grade One Teacher

Julian, Christylyn - Kindergarten Teacher

Kendall, Jane - Project GROW Teacher

Klinka, Tara - Special Education Paraprofessional

Lourenco, Lisa - Technology Teacher

McManamon, Kathleen - School Adjustment Counselor

Medeiros, Alda - Special Education Secretary

Mendes, Sarah - Grade Three Teacher

Mirabito, Laura - Librarian

Pawlishen, Carolyn - Reading Specialist

Perriera, Virginia - Special Education Teacher

Plant, Valeri - Special Education Paraprofessional

Renna, Amy - Grade Two Teacher

Rotchford, Virginia - Special Education Paraprofessional

Sevigny, Lori - School Secretary

Simmons, William - Technology Consultant

Souza, Laurie - Cook

Squire, Benjamin - Science Specialist

Sylvia, Mackenzie - Kindergarten Teacher

Thuestad, Sharon - Project GROW Assistant

Tippins, Nancy - Special Education Paraprofessional

Titcomb, Joy - School Psychologist

Tranfaglia, Jeannine - Grade Three Teacher Williams, Kate - Grade Two Teacher Zajac, Jane Kindergarten - Teacher

Old HammondtownSchool Staff

Alger, Brent - Instrumental Music

Amoruso, Mary Ann - Special Ed. Paraprofessional

Anderson, Greta - Art Teacher

Aruri, Linda - Title I Math Tutor

Atwood, Cynthia - Special Education Paraprofessional

Barrows, Stacy - Grade Five Teacher

Behan, Michele - Special Education Teacher

Brogioli, Stella - Special Education Paraprofessional

Cabeceiras, Chad - Physical Education Teacher

Casi, Amy - Grade Five Teacher

Daniel, Susan - Head Cook

DeMello, Margaret - Title I Director

Dowling, Willow - General Music/Chorus Teacher

Foye, Jill - Speech Therapist

Grant, Bethanie - School Adjustment Counselor

Jacobsen, Sara - Grade Six Teacher

Jennifer Janicki - Principal's Secretary

Lakey, Jillian - Reading Interventionist

Letendre, Kyle - Grade Six Teacher

Letourneau, Julie - Grade Six Teacher

Lourenco, Lisa - Technology Instructor

Mare, Jocelyn - Grade Four Teacher

Medeiros, Alda - Special Education Secretary

Methia, Jordan - Special Education Paraprofessional

Mirabito, Laura - Librarian

Panek, Sherri - Special Education Paraprofessional

Pierson, Miranda - Special Education Teacher

Piquette, Christine - Special Education Paraprofessional

Querim, Kristen - Lunch Recess Monitor

Ripley, Amy - Old Hammondtown School Nurse

Simmons, William - Technology Consultant

Squire, Benjamin - Science Specialist

Sunde, Kristen - Grade Four Teacher

Tavares, Kevin - Principal

Titcomb, Joy - School Psychologist

Trudell, Katie - Grade Five Teacher

Valliere, Elizabeth - Grade Four Teacher

GENERAL SCHOOL INFORMATION

SCHOOL HOURS: 8:30 AM - 2:45 PM

Center School and OHS Transportation Information

Bus Transportation

Bus routes for the Old Rochester Regional School District and Massachusetts School Superintendency Union #55 for the Towns of Marion, Mattapoisett, and Rochester are established yearly. Bus routes are modified slightly each fall to accommodate new membership. Any questions regarding bus routes and/or stops that affect your child should be addressed to the District's transportation provider, **Amaral Bus Company Inc.** Ms. Cheryl Sweeney, Dispatch Manager at amaralbustritown@gmail.com or 508-324-0551.

Changes in student transportation plans are strongly discouraged. Please contact the main office with any questions or requests.

For Center/OHS Routes, please use this link.

https://www.oldrochester.org/

This link will take you to the District web page.

Calendar and Hours of Operation:

In-Person ARRIVAL TIME/TARDINESS

Students may be dropped off at the designated door at each school starting at 8:15 a.m.

Buses arrive between 8:15 - 8:30 am.

Students who arrive after 8:30 must report to the office and will be marked tardy.

Students arriving after 11:30 will be marked absent according to state law.

EARLY RELEASE/DISMISSAL DAYS

Parent Conferences — Students dismissed at 11:30 am

Thursday, October 19, 2023 Lunch is served Friday, October 20, 2023 Lunch is served

Additional Early Release Days — Students dismissed at 12:20 pm

Friday, September 1, 2023	Lunch is served
Wednesday, September 27, 2023	Lunch is served
Wednesday, November 22, 2023	Lunch is served
Friday, December 22, 2023	Lunch is served
Wednesday, January 31, 2024	Lunch is served
Wednesday, March 6, 2024	Lunch is served
Wednesday, June 5, 2024	Lunch is served

Full-day Professional Development Days - No School for Students

Tuesday, November 7, 2023

EMERGENCY CLOSING

Parents and guardians should make a plan and a backup plan with students ahead of time in the event of an emergency closing of school in the middle of the day. Students may be sent home for such conditions as a snowstorm, boiler failure, or power outage. The Blackboard Connect telephone communication system will be used to notify parents if school is closed unexpectedly. This system will notify families using a home telephone number, a cell phone number or a work telephone number as provided by the parent/guardian. If school is closed early, an announcement will be made to the students explaining the time buses will take them home. Students, who do not know what their emergency plan is, or where to go, will be allowed to use the telephone to call their parents/guardian..

INCLEMENT WEATHER PROCEDURE

The decision to close school, due to inclement weather, will be made by 5:45 a.m. School cancellations will be broadcast on the following radio stations: **WBSM (1420 AM), WFHN (107.1 FM).** It is advisable to begin listening to the 6:00 AM news announcements.

The Blackboard Connect telephone communication system will be used to contact all parents/guardians regarding the closing of school. Parents will be contacted using a home telephone number. Cell phones or a work telephone number will also be inputted into the system if the parents/guardian provide them.

Student Drop Off and Pick-Up at Dismissal Time

CENTER SCHOOL

ARRIVAL: Students may be dropped off between 8:15 and 8:30 am at the Hammond Street entrance of the school. Please access this entrance by using the Hammond Street entrance near the tennis court.

END OF DAY DISMISSAL: All students being picked up at the end will be dismissed from the Hammond Street entrance.

Signs with the STUDENT'S NAME, GRADE, and the NAME of the TEACHER should be displayed in the window of the passenger side of the car. We will have the students ready to exit the building at 2:45 pm. This will decrease the waiting time for each vehicle. Students will be dismissed on a car-by-car basis. Students will only be allowed to enter the vehicle on the curbside of the car.

OLD HAMMONDTOWN SCHOOL

ARRIVAL: Students may be dropped off at 8:15 am. Dismissal will begin at 2:45 pm Vehicles should enter the parking lot using Shaw Street to avoid bus drop off. Use the INNER CIRCLE by the flagpole and PULL ALL THE WAY UP. For safety reasons, students should only exit the vehicle on the curb side.

END OF DAY DISMISSAL: Dismissal begins at 2:45 pm. Vehicles should enter the parking lot using Shaw Street to avoid bus pick-up. Signs with the STUDENT'S NAME, GRADE, and the NAME of the TEACHER should be displayed in the window of the passenger side of the car in the first few weeks of school.. Use the INNER CIRCLE by the flagpole and PULL ALL THE WAY UP to the sidewalk near the small basketball court. Students will only be allowed to enter your vehicle on the curbside. (and exit on the curb side during morning drop off)

Student Emergency Information or Status: Parent Notification to Center/OHS

To ensure student safety, changes in family situations, addresses, or cell and telephone numbers **must be** reported to the school office *immediately*. It is important that all our records are up to date.

The Old Rochester Regional School District is continuing with online forms using our student information system Powerschool. In an effort to update student contacts, addresses, emails and phone numbers we ask that you log into your PowerSchool account and update all of the required student information forms.

Families moving from the community should notify the school office at least three days before their departure so transfer materials can be prepared. A *release of information* form must be received from the "new" school before any records will be forwarded.

Attendance

School attendance is compulsory. Attendance law states that:

- The Commonwealth of Massachusetts G.L. c. 76 sect. 1 requires that every child, with certain exceptions, between ages established by the state board of education, must attend a public day school or some other approved school, during the time when public schools are in session.
- Under G.L. c. 76, sect. 1, necessary absences by a student may not exceed 7 full-day or 14 half-day sessions in any 6-month period.
- Under G.L. c. 76, sect. 1, a pupil who is not present during at least half a session must be marked and counted as absent on the school register.

All Massachusetts schools are accountable for student achievement. Every Student Succeeds Act (ESSA) mandates particular indicators of success for all schools with one being "chronic absenteeism. "All students are considered "chronically absent" if they miss 10% of the school year.

Full days of attendance are essential to the learning process. If a child is to be out of school, parents/guardians should call the nurse's office at **508-758-2521** before 9:00am on the morning of the absence. Please provide the following information in the message that you leave on the answering machine: **student's name**, **teacher**, **and reason for absence**. If a call is not received and a student is absent, the School Nurse uses the *Blackboard Connect* messaging system to contact parents/guardians

at home or work. After any absence, students should present a parent's note indicating the reason for the absence to the School Nurse.

Absences are "excused" for only the following reasons:

- Bereavement
- Hospitalization
- School-sponsored trip
- Documented court or legal commitment
 Obligatory religious holidays
- Illness substantiated by a note (Five days or more of continuous absences for medical reasons must be corroborated by a physician's note).
- Weather so inclement as to endanger the health of the child

A child may also be excused for other exceptional reasons with approval of the Principal or designee.

In instances of chronic or irregular absence reportedly due to illness, the school administration may request a physician's statement certifying such absences to be justified.

Excessive absenteeism can occur because families take vacations during school time. This is strongly discouraged. Teachers will not provide assignments prior to vacations taken during school time. After students return to school they will be made aware of missed assignments, making them up as soon as possible. Missed assignments are factored into students' grades.

When Absences Exceed Three or More Days

On the third day of consecutive absence or tardiness, the school nurse or a designee of the principal will call the student's home. Each Principal or designee shall make a reasonable effort to meet with any student, and that student's parent/guardian, who has missed five (5) or more unexcused school days (a school day shall be equal to two (2) or more class periods in the same day) in a school year. The meeting shall be to develop action steps to improve student attendance and shall be developed jointly by the Principal or designee, the student, and the student's parent/guardian. The parties may seek input from other relevant school staff and/or officials from relevant public safety, health and human service, housing, and nonprofit agencies.

On the eighth day of an unexcused absence, the school attendance officer will be notified and a complaint for Failure to Cause School Attendance pursuant to G.L. c. 76, sect. 2 may be filed in Wareham District Court.

If the students' absences or tardiness occur on a regular basis and impede their academic progress, the school, as a mandated reporter, must consider filing a Child Requiring Assistance (CRS) report. Depending on circumstances, the school district may choose to file a 51A with the Massachusetts Department of Children and Families.

Tardiness

Tardiness negatively impacts the educational progress of all students. Therefore, the above policy will also be followed for excessive tardiness.

Dismissals

All dismissal policies are developed with students' learning and safety in mind. Policies are developed with input from the Mattapoisett School Committee and town safety officials.

Dismissals During the School Day

No child will be dismissed from school during the day unless an authorized adult comes to the office to dismiss the student. This applies to daily, or occasional, pickup arrangements. Students being dismissed before the end of the school day must bring a note to the homeroom teacher that morning. Students will be called from class *when the parent/guardian arrives*.

Any Change in Dismissal Routine

To ensure each child's safety, a note from a child's parent/guardian must be provided before a child is allowed to leave school with any adult other than a parent or if he/she is normally transported by bus. There must be a note for each change to a child's routine. Bus changes are allowed for childcare purposes only, not for play or party dates. Parent(s)/Guardian(s) must arrange with the office prior to a bus switch. This restriction is in place for each child's safety.

Bikes to School

Students may ride their bicycles to school provided that they wear a helmet (as required under state law) and obey all traffic regulations. A blanket permission note is required before students begin riding to and from school. Students not following safety rules may have their riding privileges revoked. A bike rack is available in front of the cafeteria. Students are encouraged to lock their bicycles.

School Breakfast & Lunch - Food Service

The Commonwealth of Massachusetts has signed into law on August 09, 2023; all children in public schools will receive 1 FREE Breakfast and 1 FREE Lunch per day, permanently. (Students wanting milk only are not part of the free program and will be charged.)

Please note that even though meals will be free for all, it is very important for families to still complete the household Application for Free and Reduced Price Meals for the 2023-2024 school year. You can view and complete the application here: link to meal application. We strongly encourage ALL families to submit this form as it allows us to establish eligibility for P-EBT benefits, as well as other benefits such as waived or reduced college testing and application fees, sports fees, and other fees for those who qualify, and serve families most effectively.

In addition, please consider applying for SNAP, the federal nutrition program that provides eligible residents with monthly financial assistance to purchase groceries. More SNAP information can be found at <u>gettingsnap.org</u> or by calling Project Bread's FoodSource Hotline at 1-800-645-8333.

Food Service Page - https://orrschoolmeals.com/

<u>Interactive menus</u> and the Titan <u>payment system</u>.

Lunch Protocol

Brief description:

- Lunch in the building cafeteria
- Students enter their lunch number into the Point of Sale system.
- Lunch monitors clean the cafeteria tables after children leave and prior to the next group entering.

Bringing Lunch from Home

If you choose to have your child bring lunch from home each day, to keep it cold, we recommend (1) bringing food in an insulated lunch bag with a frozen gel pack or frozen juice box; (2) freezing the sandwiches overnight (will thaw by lunchtime but keep cold until then); (3) packing the foods in a cooler with ice or another cold source. Please note District Life Threatening Allergy Policy Below. <u>Life Threatening Allergy Information</u>

School Safety and School Visits

All visitors and volunteers are required to have a valid driver's license or Massachusetts issued identification card to be scanned-in upon entering the building *for any reason*; office staff will provide badges to wear once the ID is scanned into our system and each visitor is approved to enter. This includes stops at the Nurse's office. All visitors who do not have a valid driver's license or Massachusetts issued ID card will not be allowed to enter the school during operating hours.

Parents, guardians, or guests wishing to visit a particular class are asked to plan with the teacher or the principal at least one day in advance. Teachers will always welcome an extra pair of hands; we encourage you to become an active part of our volunteer staff. Massachusetts State Law requires that all regular classroom volunteers, lunchroom visitors and field trip chaperones have a Criminal Record (CORI) check. These forms must be completed in the school office before your first volunteer visit.

Clothing

School is a place where student learning is a priority. A student's attire may influence his/her attitude as well as how much he or she learns. Student dress, therefore, is expected to be in good taste, appropriate for the weather and for academic work. It is not our purpose to dictate specific dress, but rather to ensure that our students are dressed in such a way as to contribute to their success and help generate a positive learning environment throughout our school. Students are not to be attired in clothing, which compromises safety or modesty or is disruptive to the educational process.

In order to assist parents in planning for their student's school apparel, the following guidelines are presented. Students are prohibited from wearing any clothing, including masks, that contain offensive or obscene symbols, slogans or words that degrade any gender, cultural, religious, or ethnic values, clothing that contains language or symbols oriented toward violence, drugs, or alcohol.

The administration reserves the right to determine appropriateness of clothing consistent with these guidelines. A student whose clothing is determined inappropriate for school will be required to arrange for other, more appropriate clothing to be provided.

All coats, boots, sweaters, sweatshirts, backpacks, lunchboxes and hats should be clearly marked with students' names. For those of you who have seen our Lost and Found area, you know that this can be a problem. Take the time to label! This will allow items to be returned easily if lost, or avoid confusion when two items are similar. Several cases of lost clothing were donated to charity during the last school year.

Recess

All students will have outdoor recess. Only in very inclement weather is recess held indoors. Please be sure that your child is properly dressed. Decorative footwear and flip-flops can create a safety issue when students play at recess. Therefore, flip-flops or any other type of opened-toe shoes are not allowed to be worn to school. We strongly recommend sneakers for all students.

<u>Student Valuables</u> It is strongly recommended that students do not bring large sums of money, hand-held video games, toys or stuffed animals to school. This includes trading cards. ie Pokemon cards.

Inclement Weather: Cancellations and Delays

Please be attentive to our telephone messaging system for news of school cancellations or delays. During stormy weather the District may call school for an entire day, or for a one to two hour delayed opening. If bad weather develops during the school day, afternoon classes or special programs and after-school activities may be canceled. It is important that families have plans in place for dealing with these possibilities.

We utilize the "BlackBoard" communication program that is capable of contacting all Center and OHS families within a five to ten-minute window. As soon as the Superintendent has determined a delay, closing, or early dismissal, we will send out a "BlackBoard" call.

Because all district schools utilize the BlackBoard system, storm delays and closings may not be broadcast on local television stations. We ask that you not call the school office or the police station. The dispatcher reports they receive many calls that interfere with their ability to handle true emergencies.

Should the decision be made to close school early or cancel after-school activities, due to inclement weather, an attempt will be made to contact parents, using all emergency contact numbers within the "BlackBoard" system. In the event of a non-weather emergency, we will contact all parents using the same system.

Telephone Calls

Responsibility is an important attribute for all students. No school telephone in any office may be used by students. If students have forgotten books, classwork, or musical instruments, classroom teacher discretion will determine whether a call can be made via the classroom telephone. Teachers' classroom phones are capable of local calling only. In cases of illness or emergency, calls will be made by the school nurse, an administrator, guidance counselor or personnel in the main office. Students will not be called to the phone for any reason. Messages will be taken in cases of illness and emergency.

Cell phones

A student may carry or keep a cell phone in his/her backpack **if authorized by the school office**. The phone must be shut off and kept in the child's locker/backpack and may be used only for emergency or unusual circumstances as agreed by parents and administration. The phone may not be used to receive or send messages anytime during school hours **or on school buses**. Student phones used to make, or receive, unauthorized calls during school hours, or on a bus, will be confiscated by the school administration or the bus driver.

Homework and Independent Reading

The School Committee has established homework guidelines that all teachers follow. Your child's teacher will establish homework routines appropriate to his grade level. The School Committee policy can be acquired through the main office at the school. We ask all family members to become "Reading Partners" with our students. Research shows the more children read, the better readers they become. We encourage all students to read independently each night for 20–30 minutes before bed. In some classrooms, Student Reading Logs are sent home for students and/or parents to indicate that the material has been completed.

Photographs of School Activities for Local News Outlets

Contact the office for Opt-Out Procedure for Parents Who Do NOT Want Their Child's Picture to Appear.

As part of our public relations efforts, local newspapers are invited to photograph many school programs and events. Students are often included in these photos. As a parent, you have the right to request that no picture of your child is used in this way. You must make this request in writing by completing a FERPA Privacy Form, included in this packet, and returning it to the school office before September 8, 2023. If no letter is on file, we assume parental permission is granted for photographs to appear in local newspapers or on our school website

Parent Involvement

- 1. Being actively involved in your child's school is one way to alleviate concerns about their education. The Mattapoisett PTA meets for an hour once a month via ZOOM. A link to the meeting can be found on the Mattapoisett PTA website.
- 2. Parent volunteers are needed to be a part of our School Council. Representation from primary and intermediate grade students' families, as well as special education parents (if available), staff members and the community sit on this advisory team. Meetings are typically one afternoon per month from 3:15-4:15 pm.

Parent Concerns

Constructive criticism of our school is welcomed on the assumption that it is motivated by a sincere desire to improve the quality of the educational program and to equip the school to perform its tasks more effectively. Complaints are resolved most expeditiously if they are first taken to the staff member or administrator immediately in charge of the area in which a problem arises, then through successive administrative levels to the Principal, Superintendent, and subsequently to the School Committee, if necessary. Anonymous letters serve no positive purpose when trying to resolve problems and will not be given the same weight as an identified correspondence. The School Committee has

adopted a policy to be followed when a parent/guardian has a concern that has not been satisfactorily addressed. A copy of that policy is available at the school office.

Our principals, Linda Ashley, and Kevin Tavares are available to all parents by appointment. Please call the school office or contact the principals directly via email:

lindaashley@oldrochester.org or kevintavares@oldrochester.org

FIRST AID / EMERGENCIES

If a sudden illness or an accident occurs at school, the school nurse will administer first aid and immediately notify parents. Parents are responsible for transporting the student home in the event of illness or injury. If a serious illness or accident (life-threatening accident) occurs at school, the Mattapoisett Police / EMS will be called for transport to the hospital.

Health Information

Health Records

Student health records are kept in a locked file in the nurse's office. It is the parents' responsibility to keep the nurse informed of new medical information. Students are required to have physical examinations in grades 3 and 6.

Vision/hearing screenings and height/weight measurements are done yearly. Parents are notified only if the results are not within normal limits. Postural screening is done only for students in grade 5. Screening for head lice is done as needed.

Dispensing Medications

Children are not permitted to carry medications on the bus or in the school building. A signed order from a physician, dentist, nurse practitioner, or physician's assistant is required to administer any prescription medications in school, as required by Massachusetts General Law. Parental permission is also required. A Medication Protocol form that covers non-prescription medications is included in this packet. Special arrangements for medication administration during field trips must be made with the school nurse. Medications will be given by a parent or by a school representative who has permission from the parent. Children will be allowed to self-administer inhalers on field trips only, with permission of the school nurse and when parental permission is on file at the nurse's office.

Additional Services Available

Center and Old Hammondtown offers all students General Education support and accommodations including:

- Title I Services
- Social Work/Counseling Services
- Availability of the School Psychologist
- Reading Specialist Support
- Math Interventionist Support
- STEM Interventionist
- Others outlined the Mattapoisett Schools Curriculum Accommodation Plan.

Since we are all different with varying needs, our schools provide many special education services to students (who are eligible) including:

• Inclusive support in regular classrooms

- Pull-out instruction when warranted
- The availability of the school psychologist
- Speech and Language therapies
- Occupational and physical therapies
- School Social worker small group/individual support

Health and Guidance Curricula

ORR District Health and Guidance Curricula have been implemented across all grade levels at Center and OHS. There are nine general topics covered with the specific content tailored to the developmental needs of our differing age groups. The topics are as follows:

Growth & Development

Students will learn the basic characteristics of physical growth and development, including body functions and systems throughout the life cycle, and will acquire skills to promote and maintain positive growth and development (At the fifth-grade level, students will have an introduction to the human reproductive system. A parent letter will be sent out prior to the presentation).

• Nutrition

Students will gain the knowledge and skills to select a diet that supports health and reduces the risk of illness and future chronic diseases.

• Social & Emotional Health

Students will acquire knowledge about emotions and physical health, the management of emotions, personality and character development, and social awareness; and will learn skills to promote self-acceptance, make decisions, and cope with stress, including suicide prevention.

• Family Life

Students will gain knowledge about the significance of the family on individuals and society, and will learn skills to support the family, balance work and family life, be an effective parent, and nurture the development of children.

• Interpersonal Relationships

Students will learn that relationships with others are an integral part of the human life experience and the factors that contribute to healthy interpersonal relationships, and will acquire skills to enhance and make many of these relationships more fulfilling through commitment and communication.

• Disease Prevention & Controls

Students will learn the signs, symptoms, and treatment of chronic and communicable diseases, and will gain skills related to health promotion, disease prevention, and health maintenance.

• Safety & Injury Prevention

Students will gain the knowledge and skills to administer first aid and carry out emergency procedures, including cardiopulmonary resuscitation, will avoid, recognize, and report verbal, physical, and emotional abuse situations, and will assess the factors that contribute to intentional and unintentional injury, including motor vehicle accidents, fire safety, and weapons safety.

• Violence Prevention

Students will learn how their actions affect others, will understand the power that positive character traits can have in violence prevention, will gain skills to report incidents of violence and hurtful behavior to adults in the school and community, will avoid engaging in violence, and identify constructive alternatives to violence, including how to discourage others from engaging in violence.

If parents/guardians wish their children to be exempt from any portion of the Health Curriculum, a written request

should be addressed to the school principal.

The Massachusetts Comprehensive Assessment System (MCAS) Testing

Once during the school year, students in grade 5 participate in the Science Massachusetts Comprehensive Assessment System (MCAS) Test. Also, once a year all students in grades 3-6 will participate in the English Language Arts & Mathematics Massachusetts Comprehensive Assessment System (MCAS) tests. Testing during the 2023-2024 school year will take place at the following times:

2024 MCAS Dates Center and OHS

Grade 3	ELA	April 9 and April 10, 2024
Grade 3	Math	May 14 and May 15, 2024
Grade 4	ELA	April 2 and April 3, 2024
Grade 4	Math	May 14 and May 15, 2024
Grade 5	ELA	April 9 and April 10, 2024
Grade 5	Math	May 9 and May 10, 2024
Grade 5	Science	May 16 and May 17, 2024
Grade 6	ELA	April 11 and April 12, 2024
Grade 6	Math	May 7 and May 8, 2024

It is highly recommended that all students be present during MCAS testing.

Student Records

The privacy of student records is guaranteed. Only parents/guardians and appropriate school personnel are allowed access to the information in a student's record. Specific written consent provided by the parent or legal guardian is necessary for any other examination. A student transcript, which includes name, address, and grades, is kept for at least sixty years. However, the student's temporary record, containing standardized test scores, evaluations by teachers, Special Education records, and the like, is given to the student upon graduation or destroyed within five years after the student leaves the school system.

In accordance with the student record regulations of the Massachusetts Department of Education, parents have the right to inspect a student's record. Records are made available within two (2) working days of a request being made. Copies of any part of the record may be requested and a reasonable fee may be charged for the cost of duplicating these materials. It has been our practice to make any student records easily accessible to parents and you will find the office staff most cooperative in this matter.

The Commonwealth of Massachusetts has adopted procedures for non-custodial parents who wish to receive separate copies of student records or school notices. Information is available in the school office.

Report Cards and Parent Conferences

It shall be the duty of each teacher at the end of each term or at the end of any period of time designated by the Superintendent, to estimate and to record the progress of students. The report card is an effective means of communicating an individual student's progress in relation to the curriculum and his/her own mastery of skills and social development. In the elementary grades, the written record is a standards-based report that indicates a student's progress.

Parent/Guardian - Teacher Conferences

Regular communication between school and home is important if we are to be successful. Conferences between families and teachers are scheduled twice during the school year, but if questions about your child's progress should arise in any curricular area, do not hesitate to initiate a conversation with teachers at any time.

The October 19th and October 20th Early Release Days will be set-aside for families to schedule conferences with

teachers. Please contact your child's teacher to schedule a conference. An appointment for a Parent/Guardian Conference can be set up at any time during the year by calling the school office or sending an email to the classroom teacher requesting a conference.

STUDENT PLACEMENT AND REQUESTING TEACHERS

<u>Parent/Guardian requests for specific classroom teachers will not be accepted</u>. It is neither possible to grant the request of the parents/guardian of all the students at Center School or Old Hammondtown School, nor is it fair or appropriate to grant the requests of only a select group of families.

The placement of students is done in a thoughtful and careful manner, and is not done haphazardly or randomly. Information on each student is gathered through the use of a placement card completed by each child's teacher. These are reviewed by the school principal. Two meetings are then held involving the teachers at that specific grade level, the special education teachers, consulting teachers of reading, school adjustment counselor, and the principal, to discuss placement for the following year. All students are placed in heterogeneous classes which reflects a range of student ability levels. In order to achieve a truly heterogeneous class composition, students of high, average and low ability levels are placed in each room. No class should have all the high, or low, ability students. Research has shown this to be an inappropriate way to group students. Strengths and weaknesses of students are evaluated, and placement is made in the best educational interest of the child. A student who does not interact well with another particular student is not placed in the same class, if at all possible.

All students in Kindergarten through Grade Six, and their parents/guardians, will be informed of their assigned teacher for the next school year by mail on or about the 15th of August prior to each school year's opening.

Promotion/Retention of Students

It is expected that students progress annually from grade to grade. Exceptions are made only when it is in the best educational interest of the student.

Student Enrichment

Our schools offer various ways for students to enrich their academic learning. Here are

some examples:

- Chorus: Groups meet weekly during school, and perform each year at the district *FORM* concert.
- 4th Grade Band: Students select an instrument for in-school instrumental instruction. In In January, students come together as a beginner band.
- 5th and 6th Grade Band: Weekly instrumental instruction continues and the students meet as a band once a week.
- Jazz Band: Auditions are held in the fall and the band meets before school once a week
- After School Activities: The Mattapoisett Recreation Department offers after school enrichment/athletic sessions each year. Brochures are sent home with students.
- Art, General Music, Instrumental Music (grades 4-6), Technology education, Physical Education, and Library are also part of our weekly classes.

FIELD TRIPS

During the year, field trips may be scheduled at each grade level. A student's behavior while on these trips will reflect upon his/her school. Misconduct will not be tolerated. A permission slip must be signed by one of his/her parents or guardians before a student can participate in the field trip. The form must be returned to the teacher in charge prior to the trip. All school rules apply to field trips. Any child may be denied the privilege of going on a field trip based on poor academic performance or inappropriate behavior.

General Statement and School Rules

Mattapoisett elementary schools emphasize a positive, community-based sense of responsibility and respect throughout the school day. Students learn what is expected of them through the consistent modeling of the adults around them. Students, teachers, administrators and parents/guardians all work together to maintain a safe, orderly school environment where everyone can learn and grow.

Party Invitations

In keeping with our Responsive Classroom beliefs, and not wanting any child to feel hurt or excluded, we remind parents/guardians of the insensitive practice of students bringing party invitations to school. It puts students who are not invited (and many times the student doing the inviting) into unnecessarily uncomfortable situations. Please take the time to mail party invitations, or see that they are delivered outside of the school community and school day. We ask that you not call the office for this information.

School Staff Role in Establishing High Behavioral Expectations

Teachers and support staff model and reinforce positive behavior and compliance with school-wide rules and values. In addition, teachers implement classroom rules and policies. Generally, these rules are developed with student involvement appropriate to age and social development.

Teachers follow all disciplinary steps outlined in their program on a consistent basis. This may include notes or phone calls home, after school time, individual contracts as deemed appropriate, or other strategies. Teachers and parents/guardians who have ongoing concerns about a student's behavior have several sources of support - the School Adjustment counselor, Administration, and the Staff RTI (Response to Intervention) Team.

Responsive Classroom

The Mattapoisett elementary schools utilize the Responsive Classroom approach in supporting our students in the learning process. All Center/OHS teachers have participated in Responsive Classroom training.

Responsive Classroom is a way of teaching that creates a safe, challenging, and joyful classroom and schoolwide climate for all students. Teachers who use the Responsive Classroom approach understand that all of students' needs—academic, social, emotional, and physical—are important. Elementary and middle school teachers create an environment that responds to all of those needs so that your child can do his or her best learning. The Responsive Classroom approach develops teachers' competencies in four key areas:

- 1. Engaging Academics—Teachers create learning tasks that are active, interactive, appropriately challenging, purposeful, and connected to students' interests.
- 2. Positive Community—Teachers nurture a sense of belonging, significance, and emotional safety so that students feel comfortable taking risks and working with a variety of peers.
- 3. Effective Management—Teachers create a calm, orderly environment that promotes autonomy and allows students to focus on learning.
- 4. Developmentally Responsive Teaching—Teachers use knowledge of child development, along with observations of students, to create a developmentally appropriate learning environment.

Bullying

In the spring of 2010 the legislature and governor enacted an anti-bullying law that impacts all schools in Massachusetts. Bullying is defined as a type of violence that occurs when someone uses his or her power unfairly and repeatedly to hurt someone else. The law recognizes bullying as any repeated word, look, sign, or act that hurts a person's body, feelings, or things. All staff members will receive training during this year that will better equip them to deal with students' needs in this area. We recognize each student for his or her unique qualities, attributes, and characteristics. We embrace the differences among all students and will continue to foster an environment of acceptance with an appreciation for those differences.

DISCRIMINATION

The Old Rochester School District, including Center and Old Hammondtown Schools adheres to the following Anti-Racism Resolution:

- WHEREAS, as schools have the responsibility to equip students with their civil right of obtaining a free and appropriate public education, it is the responsibility of each school to ensure we create a welcoming community for ALL students;
- WHEREAS, it is the responsibility that every district provide to all district staff, including School Committee members annual professional development on diversity, anti-racism, equity and inclusion; WHEREAS, every district will commit to recruiting and retaining a diverse and culturally responsive teaching workforce;
- WHEREAS, every district will examine their policies for institutional and systemic racialized practices and implement change with sustainable policies that are evidence based;
- WHEREAS, every district will incorporate into their curriculum the history of racial oppression and works by diverse authors and works from diverse perspectives;

- WHEREAS, we as school district leaders can no longer remain silent to the issues of racism and hate that continue to impact our public and private institutions;
- RESOLVED: that the Old Rochester School District and all the school districts in the Commonwealth must guarantee that racist practices are eradicated, and diversity, equity and inclusion is embedded and 17 practiced for our students, families, faculty and staff. We must ensure our own school culture and that of every district in the Commonwealth is actively anti-racist.

Treating people differently, or interfering with or preventing a person from enjoying the advantages, privileges or courses of study in a pubic school because of an individual's actual or perceived race, color, national origin, ethnicity, religion, sex, sexual orientation, age, or disability (i.e., protected status). A person may not be subjected to discipline or more severe punishment for wrongdoing, nor denied the same rights as other students, because of his/her membership in a protected class.

The Mattapoisett School District does not discriminate on the basis of race, color, national origin, age, sex, religion, gender identity, sexual orientation, homelessness or disability in admission to, access to, treatment in or employment in its programs and activities.

HARASSMENT

Harassment is oral, written, graphic, electronic or physical conduct on school property or at a school related event, function or activity relating to an individual's action or perceived race, color, national origin, ethnicity, religion, sex, sexual orientation, age, or disability (i.e., protected status), that is sufficiently severe, pervasive or persistent so as to interfere with or limit a student's ability to participate in or benefit from the district's programs or activities, by creating a hostile, humiliating, intimidating, or offensive educational environment. For purposes of this policy, harassment shall also mean conduct, if it persists, that will likely create such a hostile, humiliating, intimidating or offensive educational environment.

RETALIATION

Any form of intimidation, reprisal, or harassment by a student directed against any student, staff or other individual for reporting or filing a complaint, for aiding or encouraging the filing of a report or complaint, for cooperating in an investigation under the district's Comprehensive Civil Rights Policy, or for taking action consistent with the policy.

HATE CRIME

A hate crime is a crime motivated by hatred, bias, or prejudice, or where the victim is targeted or selected for the crime at least in part because of his/her actual or perceived race, color, ethnicity, national origin, religion, sexual orientation, age disability or sex. A hate crime may involve a physical attack, threat of bodily harm, physical intimidation, or damage to another's property.

Bullying Prevention & Intervention Policies

- Everyone has the right to feel safe in and out of school. Any form of bullying or cyberbullying is forbidden in any location. *Bullying* refers to repeated, intentional acts of physical or mental cruelty or intimidation between two people who are unequal in real or perceived social power. Targets of school bullies may be perceived as "different" in either subtle or noticeable ways. Bullying is *not* simply "conflict". The most common type of bullying is verbal or psychological but technological advances in our society mean that the next most common type of bullying is, or soon will be, written in the form of cyber bullying.
- Every reported act of bullying will be investigated, action will be taken where necessary, and parents will be

notified. The school can investigate any bullying or cyberbullying that occurs on or off school grounds if it is having an apparent impact on the student's education.

- School disciplinary actions will be taken if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school, disrupts the education of the victim or disrupts the orderly operation of the school.
- Disciplinary actions range from a warning to after school detention, an in or out of school suspension, and may include notifying police.
- Targets must seek help from an adult. Reports of bullying can be made to parents, guardians, principals, teachers, counselors, or any trusted adult. The adult will immediately inform the principal and an investigation will begin. It is important to note that a member of the school staff may be named as the "aggressor" or "perpetrator" in a bullying report. For example, the following staff members (but not limited to) could be named: educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, and advisor to an extracurricular activity or paraprofessional.
- Retaliation is prohibited against a person who witnesses and reports bullying, provides information during an investigation, or has reliable information about bullying.

School Contacts

- Linda Ashley, Principal (508)-758-2521 lindaashley@oldrochester.org
- Kevin Tavares, Associate Principal (508)-758-6241 kevintavares@oldrochester.org
- Katie McManamon, Center School Guidance Counselor katiemcmanamon@oldrochester.org
- Bethanie Grant, OHS School Guidance Counselor bethaniegrant@oldrochester.org

Video Cameras

The School Committee, after carefully considering the privacy rights of students and drivers and the District's duty to ensure discipline and protect the health, welfare, and safety of staff and students on school transportation vehicles, has authorized the use of video cameras on its transportation vehicles when deemed necessary by school administration.

School Bus Conduct Rules

- 1. Treat your bus driver and other passengers with respect and courtesy.
- 2. Get on and off the bus by moving slowly and safely.
- 3. Passengers must be seated at all times with their feet on the floor, and facing forward.
- 4. Conversations should be carried on in a normal tone of voice. Shouting is inappropriate and unsafe. 5. Arms and heads must be kept inside the bus.
- 6. Windows may be open only by the bus driver or with his/her permission
- 7. Aisles must be kept clear at all times.
- 8. Profane and bullying language is forbidden.
- 9. Horseplay is unsafe and forbidden.
- 10. Throwing objects is unsafe and forbidden.

BUS DISCIPLINE POLICY

The driver to the offending student, school principal and the student's parents in writing will report violations of bus rules promptly. Violations may result in the loss of bus privileges or application of discipline sanction up to and including suspension.

1st Offense – Warning

2nd Offense – **Detention or Assigned Seat at Front of Bus**– This will be strictly enforced in conjunction with changes to our bullying policy

3rd Offense - 5-day bus suspension

Repeated Offenses* - Consideration of permanent exclusion

*Including exclusion from the bus for the balance of the school year.

Complete copies of the Transportation Policy are available upon request and for all new incoming students.

The Old Rochester Regional School District has established rules and policies regarding bus discipline. Bus drivers report violations of rules to administration. Parents receive a written notice of the incident and its consequences. are advised that school buses are equipped with videotape equipment. Taped incidents may be used in the process of dealing with infractions of school bus rules.

Copies of the Old Rochester Regional School District Bus Policy are available at the office or by visiting the link below.

http://z2policy.ctspublish.com/masc/Z2Browser2.html?showset=oldrochesterset

Old Rochester Regional District-Wide Behavioral Guidelines

Expectations

Expectations for behavior are necessary in order to guarantee that those who do not respect these rights do not interrupt the educational rights and privileges of well-behaved students. Rules are needed to ensure students' cooperation and responsible behavior. Self-control and consideration of others are the key components.

Students must behave appropriately and accept the leadership of teachers, school officials and others who have been assigned such responsibilities. Students must also adhere to school regulations on the way to and from school, on school grounds, on school buses, during extracurricular activities, or any time while under the school's supervision. Students may be disciplined for other behavior, which directly or indirectly impairs the educational process or good order of the school.

Due Process/Suspension and Expulsion

Teachers, administrators, and other authorized staff ordinarily will discipline students for inappropriate behavior. Consequences may include verbal warning, "time out", and notification to parents, referral to the principal, and/or detention. More serious cases, such as disrespectful language, stealing, destruction of property, fighting, drug possession and/or abuse, and possession of dangerous objects, will be referred to the administration, who may impose discipline, including suspension and/or expulsion, as provided by law.

Before a student is removed from the school for disciplinary reasons, the parent/guardian will be provided with notice and a hearing, except that a student may be immediately removed from school if the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process. In such circumstances, the notice and hearing will follow the initial removal from school.

Notice and hearing will consist of the following: the designated disciplinarian will give the parent/guardian oral notice

of the charges against him/her, and an opportunity to present his/her version of the facts. If the designated disciplinarian thereafter decides to suspend or expel the student, the student will be informed of the length of the suspension or expulsion.

The parent will be notified of the hearing and will be permitted to attend.

Sexual Harassment

We are committed to providing an educational environment that is free of sexual harassment. Sexual harassment is unacceptable and will not be tolerated in any form at any level of the school system. Any student or employee found to have condoned or engaged in sexual harassment may, depending upon the extent of his/her participation, be subject to disciplinary sanctions, up to and including suspension, in or out of school, or permanent exclusion from school in the case of a student, and up to and including termination of employment, in the case of an employee.

If a student or employee believes that they have been subjected to sexual harassment, whether by a student, a school employee, or any other person who comes on school property with permission, or that s/he has witnessed the sexual harassment of another, the student or employee should report the incident promptly to the Principal, the Associate Principal, the Superintendent, the Assistant Superintendent, or any other administrator with whom the student or employee feels comfortable. A complaint of sexual harassment by a student, or by a parent on the student's behalf, may also be made to any counselor or teacher. A counselor or teacher who receives such a complaint will notify the appropriate administrator to initiate an investigation.

It is the policy of the school committee to have all complaints of sexual harassment promptly and fully investigated and to take any steps necessary to remedy the situation. Normally, the Principal/Associate Principal will conduct the investigation of a complaint of sexual harassment or a designee selected by the Principal and will include separate private interviews with the complainant, each person accused of

harassment and each of the witnesses, if any. The administrator conducting the investigation will ordinarily document the interview, but those interviewed may also be asked to provide a written statement. All students and employees are expected to cooperate fully with any investigation of sexual harassment. Information provided during an investigation of sexual harassment will be accused may be informed of the identity of the complainant or witnesses, but, in those circumstances, the accused will be cautioned against reprisals or recriminations or any attempted intimidation or coercion of the complainant or witnesses. At the conclusion of the investigation, the administrator will prepare a report, which will be shared with both the complainant and the person or persons accused of harassment. If the complainant or the accused is dissatisfied with the results of the investigation, either may discuss the issue directly with the superintendent.

Special Offenses

Massachusetts General Laws, Chapter 71, Section 37H

G.L. Chapter 71, §37H	G.L. Chapter 71, §37H ½	G.L. Chapter 71, §37H ¾
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On school premises or at school-sponsored events or activities:

- Possession of a dangerous weapon
- Possession of a controlled substance
- Assault on a member of the educational staff

Offenses:

- 1. A felony charge or felony delinquency complaint against a student.
- 2. Conviction, adjudication, or admission of guilt with respect to such felony.

Offenses:

Any offense that is not addressed in 37H or 37H ½.

Consequence:

- Exclusion for amount of time up to expulsion;
- Principal may suspend and not expel as he or she deems appropriate

Due Process:

- Constitutional due process;
- Prior notice to student of charge and written notice of right to hearing;
- Right to representation at hearing; and to present evidence and witnesses at hearing.

Consequence:

- 1. Felony charge or felony delinquency complaint: suspension for a period of time deemed appropriate by principal *if* the principal determines the student's continued presence would have a substantial detriment on the general welfare of the school.
- 2. Felony or felony delinquency conviction or adjudication or admission of guilt with respect to such felony: removal for a period of time up to expulsion (i.e. permanent exclusion) *if* the principal determines that the student's continued presence would have a substantial detriment on the general welfare of the school.

Due Process (for either suspension or expulsion):

- Constitutional due process;
 Written notice of the charges and of the reasons before the suspension takes effect;
- Principal may determine the appropriate amount of time for suspension;
- Written notice of the right to appeal to the

Consequence:

- May not suspend a student from school long-term (i.e. more than 10 days) until other remedies and consequences have been considered; consider ways to re-engage the student in learning.
- Consequences other than suspension may draw from evidence- based strategies and programs such as mediation, conflict resolution, restorative justice, and behavioral interventions and supports.
- No student may be suspended for more than 90 school days in a school year.

Due Process:

- Except for in-school suspension and emergency removals, prior oral and written notice of the charge to the student, and to the student's parent, and the opportunity for a meeting/hearing with the principal before suspension takes effect.

 Consult 603 CMR 53:08 for details on notices.
 - Consult 603 CMR 53:07 for

superintendent; • Suspension remains in effect pending appeal to the superintendent.	emergency removal process and 603 CMR 53:10 for in-school suspension process • Explicit requirement to translate notice of the
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charges and the reasons in primary language of the home if other than English, or other means of communication where appropriate.

- Principal must make and document reasonable
 efforts to include the parent in
 meeting/hearing with the student.
- Principal must audiotape the hearing if requested by the parent and all those attending the hearing must be informed of the taping.
- Following hearing, principal must provide a written decision; and if a long-term suspension imposed, must inform student and parent in writing of the right to appeal to the superintendent and the process to be followed; translate notice of appeal rights in primary language of the home, or other means of communication where appropriate.
- Before any out-of-school suspension of a student in preschool or grades K 3, principal must notify

		superintendent in writing of the alleged misconduct and the reasons for suspending the student out-of-school.
Appeal from Principal's Decision:	Appeal from Principal's Decision to Suspend or to Expel:	Appeal from Principal's Decision:
		• Timeline for requesting appeal: written request

- Right to appeal expulsion decision to superintendent
 - Timeline for requesting appeal: ten days from date of expulsion
- Right to counsel at hearing
- Superintendent can make factual determinations as well as determine consequence.
- Timeline for requesting appeal: no later than 5 calendar days following the effective date of the suspension/expulsion
 - Superintendent must hold hearing within 3 calendar days of receipt of request and issue a decision within 5 calendar days.
 - Superintendent may overturn or alter the decision.

A student may appeal a suspension decision and the subsequent expulsion decision (following the conviction, adjudication or admission of guilt) regarding the same offense.

- not later than 5 calendar days following effective date of suspension; parent can request extension for up to 7 calendar days, which must be granted.
- The superintendent must hold hearing within calendar days of the parent's request for a hearing. The student or parent may request up to 7 additional calendar days. If so, the superintendent must allow the extension. The superintendent may have the hearing without the parent if the superintendent has made a good faith effort to include the parent.
- The student has the right to present oral and written testimony, to cross examine witnesses, and to counsel at his or her expense at the hearing.
- The superintendent must audiotape the hearing and notify hearing participants that the hearing will be taped.
- The superintendent determines the facts and consequences, if any,

	but cannot impose a consequence greater than the principal decided. A written
	decision is due within 5 calendar days of the
	hearing.

Provision of Education Services:	Provision of Education Services: Same	Provision of Education Services: Same
Provide every student		
an opportunity to make		
academic progress		
during the period of		
suspension (whether		
in-school or		
out-of-school) or		
expulsion, to make up		
assignments, and earn		
credits missed. A district		
that suspends or expels		
a student for <i>more than</i>		
10 consecutive days		
must		
provide the student and		
the parent with <i>a list</i> of		
alternative educational		
services.		
See G.L. c. 76, §21 and 603 CMR 53.13 for details, including required notice.		

Discipline Collection and Reporting:

- Collect and report to the Department data concerning the types and lengths of removals, suspensions, and expulsions, and access to education services
- Periodically review discipline data by selected student populations; determine extent of disciplinary removals and the impact on such populations; adjust practice as appropriate
- Department will provide assistance to school(s) if Commissioner identifies school(s) in district that have the highest percentage of suspensions or expulsions in Massachusetts for more than 10 cumulative days in a school year.

See 603 CMR 53.14 for details.

Discipline Collection and

Reporting: Same

Discipline Collection and Reporting:

Same

See 603 CMR 53.14 for

Procedure for the Discipline of Students With Disabilities

If a suspension of more than ten days is proposed, or if a shorter series of suspensions would result in more than ten cumulative days out of class, for any student who has an IEP or 504 Plan, the school must convene a TEAM meeting before the expiration of the ten-day period.

At that meeting, the TEAM must first develop or review a behavioral intervention plan, consistent with the functional behavioral assessment of the student, then review the relationship between the student's disability and the behavior that is the subject of the discipline action. If the TEAM determines that the student's misconduct is a manifestation of the student's special needs, or results from an inappropriate special education program/program placement, or from an IEP that was not fully implemented, the long-term suspension or expulsion may not be imposed.

If the TEAM concludes that the misconduct is not related to the student's special needs, and it does not result from an inappropriate special education program/placement, or an IEP that was not fully implemented, then the long-term suspension or expulsion may be imposed, following the procedures listed in the law. Among other things the TEAM must offer placement in an interim alternative setting that will (1) enable the student to continue to participate in the general curriculum, (2) enable the student to receive services listed in the last agreed upon IEP, and (3) include any services and modifications designed to address the student's behavior. The parents have the right to request an expedited hearing before the Bureau of Special Appeals (BSEA) to challenge the manifestation determination or the alternative program. If the parents request a hearing, the "stay put" provision of the IDEA entitles the student to remain in the last agreed upon educational placement while the procedures are pending before the BSEA. The right does not apply if the student is charged with possession of a dangerous weapon or drugs. In those circumstances, the school personnel may remove the student to an interim alternative setting without parental consent for up to 45 calendar days. Similarly, if the school convinces the BSEA hearing officer that the student's continued presence in the current placement poses a danger to that student or to others, the student may be ordered into an interim alternative setting for up to 45 calendar days without parental consent.

Procedural Requirements Applied to Students not yet determined to be Eligible for Special Education:

- 1. If, prior to the disciplinary action, a district had knowledge that the student may be a student with a disability, then the district makes all protections available to the student until and unless the student is subsequently determined not to be eligible. The district may be considered to have prior knowledge if: a. The parent had expressed concern in writing; or
- b. The parent had requested an evaluation; or
- c. District staff had expressed directly to the special education director or other supervisory personnel specific concerns about a pattern of behavior demonstrated by the student. d. The district may not be considered to have had prior knowledge if the parent has not consented to evaluation of the student or has refused special education services, or if an evaluation of the student has resulted in a determination of ineligibility.
- 2. If the district had no reason to consider the student disabled, and the parent requests an evaluation subsequent to the disciplinary action, the district must have procedures consistent with federal requirements to conduct an expedited evaluation to determine eligibility.

3. If the student is found eligible, then he/she receives all procedural protections subsequent to the finding of eligibility.

Conflict of Interest Law and Gifts for Teachers

The Commonwealth's conflict of interest law,G.L. c. 268A, and the financial disclosure law, G.L.c.268B, restrict gifts and gratuities that school staff may receive. All teachers and school volunteers must be made aware of the content of these laws, specifically sections 3 and 23 of 268A, and section 6 of 268B. Section 3(b) prohibits a public employee from requesting or receiving anything of 'substantial value'* which is given for or because of an official act or act within the public employee's official responsibility. Similarly, under section 3(a), no one may give or offer such gifts to public employees.

In addition, G.L.c. 268B, section 6, specifically prohibits public employees or members of their immediate families from soliciting or accepting gifts with an aggregate value of \$100.00 or more in a calendar year. Next, under G.L.c. 268A, section 23(b)(2), public (school) employees are prohibited from using or attempting to use their position to obtain for themselves or others unwarranted privileges of substantial value that are not properly available to similarly situated individuals. Finally, even if a gift or gratuity is not of substantial value or does not fall within the prohibitions discussed above, G.L.c. 268A, section 23(b)(3) will, in many situations, require public (school) employees to disclose to their appointing authority, the gift and their relationship with the giver.

All school volunteers are required to be aware of the state's general laws and language surrounding gifts.

*Anything worth \$50.00 or more is considered to be "of substantial value" for the purposes of the conflict of interest law.

The full content of the State Ethics Commission law is available from the school office or online at http://www.mass.gov.

OLD ROCHESTER REGIONAL SCHOOL DISTRICT MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55

135 Marion Road, Mattapoisett, MA 02739 Tel. (508) 758 -2772 FAX (508) 758-2802 www.oldrochester.org

NON-DISCRIMINATION POLICY

The Old Rochester Regional School District and the Massachusetts School Superintendency Union No. 55, Marion, Mattapoisett, and Rochester, Massachusetts are committed to equal employment and educational opportunity for all members of the school community. Students and employees are protected from discrimination on the basis of race, color, gender identity, religion, national origin, gender, sexual orientation, age, pregnancy, homelessness, or disability in admission to, access to, treatment in or employment in its programs and activities.

The schools are also committed to maintaining a school and work environment that is free of harassment based on race, color, religion, national origin, gender, sexual orientation, age, gender identity, pregnancy, homelessness, and disability. Harassment includes physical or verbal conduct that is derogatory; this may include jokes, gestures, unsolicited remarks, or other behavior that creates an intimidating or offensive working or learning environment.

A student or employee who has a concern about discrimination or harassment should inform the Principal or the

Superintendent of Schools, who will take appropriate steps to attempt to resolve the situation, such as discussion with involved persons, identifying and questioning of witnesses, and other appropriate steps. In most cases, a resolution will be achieved. However, if it is determined that a hearing is warranted, a hearing will be held before the Superintendent of Schools or a person that he or she may designate.

The goals of the above grievance procedures are to resolve complaints in a fair and timely manner and to ensure compliance with nondiscriminatory practices. Additionally, reprisals or retaliation against any individual who reports on, or files a discrimination or harassment complaint is strictly prohibited.

If you wish to discuss your rights, would like further information, or want to obtain help in filing a complaint, you may contact the Superintendent of Schools. The telephone number is (508) 758-2772 x1956. Any person having inquiries concerning the School District's compliance with the regulations implementing Title VI, Title IX, Section 504, ADA, or Chapter 622 is directed to contact the superintendent of schools, who has been designated by the School District to coordinate the District's efforts to comply with the regulations implementing Title VI, Title IX, Section 504, ADA, and Chapter 622, or write to:

Office for Civil Rights
John W. McCormack Post Office and Courthouse
Room 222
Post Office Square
Boston, MA 02109

OLD ROCHESTER REGIONAL SCHOOL DISTRICT MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55 Marion – Mattapoisett – Rochester, Massachusetts

Annual Notification of Rights Under PPRA

August 30, 2023

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education:

- 1. Political affiliations or beliefs of the student or student's parent;
- 2. Mental or psychological problems of the student or student's family;
- 3. Sex behavior or attitudes:
- 4. Illegal, anti-social, self-incriminating, or demeaning behavior;

- 5. Critical appraisals of others with whom respondents have close family relationships; 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers; 7. Religious practices, affiliations, or beliefs of the student or parents; or
- 8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

- 1. Any other protected information survey, regardless of funding;
- 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use:

- 1. Protected information surveys of students;
- 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- 3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

The School Committee has adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The school district will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The school district will also directly notify, such as through US Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The school district will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

• Collection, disclosure, or use of personal information for marketing, sales or other distribution. • Administration of any protected information survey not funded in whole or in part by ED. • Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office

U.S. Department of Education 400 Maryland Avenue, S.W. Washington, D.C. 20202-5901

Center School and Old Hammondtown Health Office Information <u>Annual Screenings</u>

Vision Screening: Grade Kindergarten through Grade 5

Hearing Screening: Grade Kindergarten through Grade 3

Postural Screenings: Grade 5 and Grade 6

If for any reason you would like your child to opt out of the screenings listed above, please submit a written request to the Health Office.

Health Requirements

School Physicals: Required upon entry to Kindergarten and prior to entering grade 4 and grade 7. Dr. Mendes, our school physician, is available to conduct physicals for students upon written request to the Health Office.

School Immunizations: Before entering Kindergarten, students must have:

3 doses of Hep B

5 doses of DTaP/DTP

4 doses of Polio

2 doses of MMR

2 doses of Varicella

Lead screening

Guidelines for when to keep your child home from school

- Fever greater than 100 degrees (must be fever free without fever reducing medication for 24 hours) Vomiting and/or diarrhea prior to coming to school
- Thick green tinged mucous
- Persistent cough
- Lingering sore throat with or without fever
- Rash of unknown origin
- Asthma flare up if you have not provided necessary medication to the Health Office
- Red eyes with or without drainage

Medications

The administration of any medication, including over-the-counter medications such as Tylenol, Motrin and cough medicine, may only be given under an order from a physician, dentist, nurse practitioner or physician assistant, in conjunction with parental permission. These forms are available in the Health office at both schools.



MCAS Achievement Levels for Next-Generation:

Exceeding Expectations 530-560	A student who performed at this level exceeded grade-level expectations by demonstrating mastery of the subject matter.
Meeting Expectations 500-529	A student who performed at this level met grade-level expectations and is academically on track to succeed in the current grade in this subject.
Partially Meeting Expectations 470-499	A student who performed at this level partially met grade-level expectations in this subject. The school, in consultation with the student's parent/guardian, should consider whether the student needs additional academic assistance to succeed in this subject.
Not Meeting Expectations 440-469	A student who performed at this level did not meet grade-level expectations in this subject. The school, in consultation with the student's parent/guardian, should determine the coordinated academic assistance and/or additional instruction the student needs to succeed in this subject.

Student Growth Percentiles (SGP) and How Are They Calculated

Student Growth Percentiles (SGPs) provide a measure of how student-level achievement has grown or changed over time. Student growth percentiles are calculated separately for ELA and mathematics in grades 4-8 and 10 and are not calculated for science. At the student level, the SGP represents how an individual student's achievement compares to the achievement of other students with similar MCAS histories. At the school or student group level, DESE reports the mean SGP, which represents the average student growth for that school or student group.

SGPs use students' current and prior scores to assign an SGP that ranges from 1 to 99. Students who have a current year's score and a prior year's score—and have met the consecutive grade requirement—are issued an SGP.

MCAS Test Administration 2019-2023

Year	2019	2020	2021	2022	2023
Grades 3-8		X	Partial	1	
Grade 10	\	X	✓	✓	✓

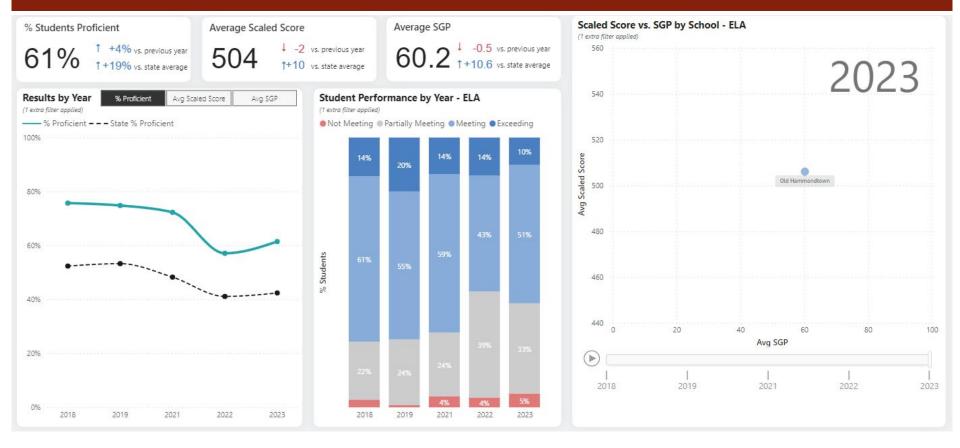
State-Wide Data Trends

- ELA and Math Achievement score slide by pandemic has halted and recovery is underway
 - Science slight achievement decrease
- Grade 3: Generally flat results; these students were in Grade K in 2020
- Recovery may improve (show improvement), but achievement may not improve.
 - These are two different things
 - Recovery compares 2019 (last 'normal' MCAS) to 2023 MCAS
- Still have significant ground to make up to reach pre-pandemic achievement levels

Center/OHS Data in Context of State-Wide Trends

- ELA and Math Grades 3-6 Achievement and Growth scores:
 - Outperformed state in overall achievement scores, growth and recovery
- Science Grade 5 had higher achievement scores and recovery than the state
- Significant progress was made overall from 2019 to 2023 which proves that we continue to close the learning gaps caused by the pandemic.

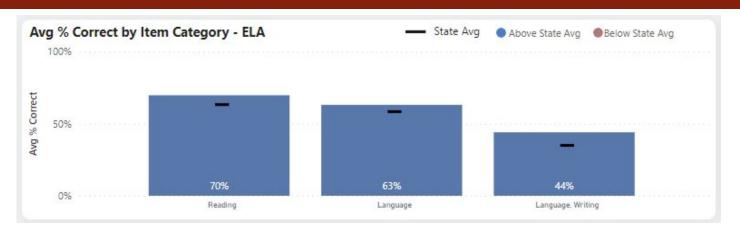
OHS/Center Grades 3-6 Achievement from 2019-2023 for English Language Arts



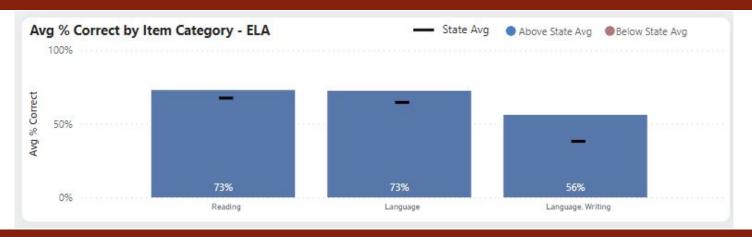
ELA Grades 3: Percent (%) Correct by Category



ELA Grades 4: Percent (%) Correct by Category



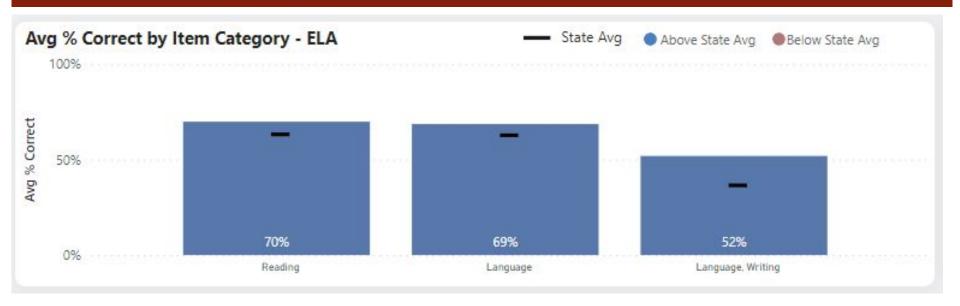
ELA Grades 5: Percent (%) Correct by Category



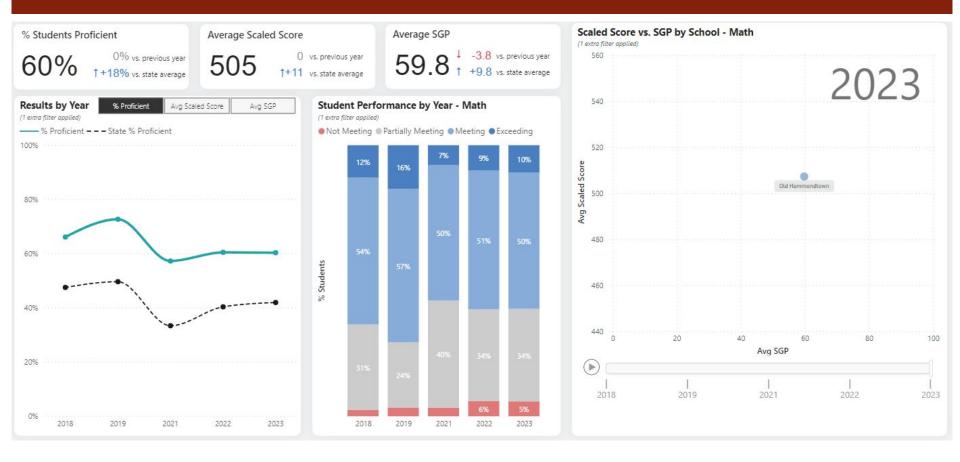
ELA Grades 6: Percent (%) Correct by Category



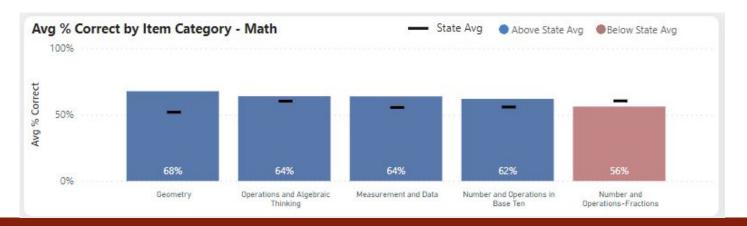
ELA Grades 3-6: Percent Correct by Category



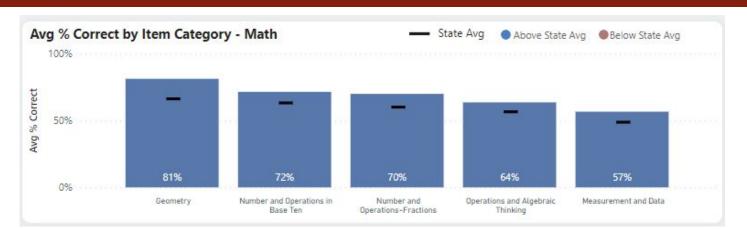
OHS/Center Math Grades 3-6 Achievement from 2019-2023



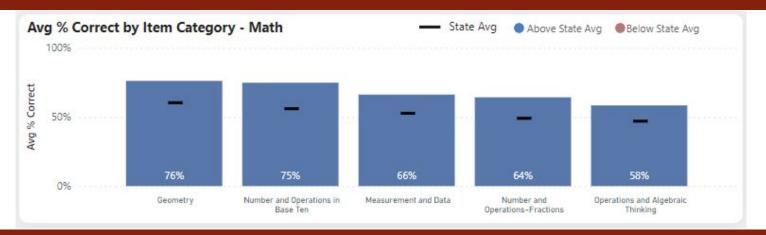
Math Grades 3: Percent (%) Correct by Category



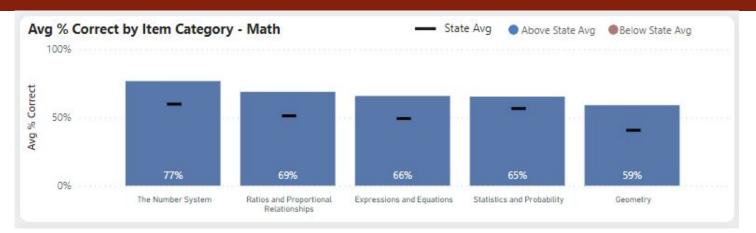
Math Grades 4: Percent (%) Correct by Category



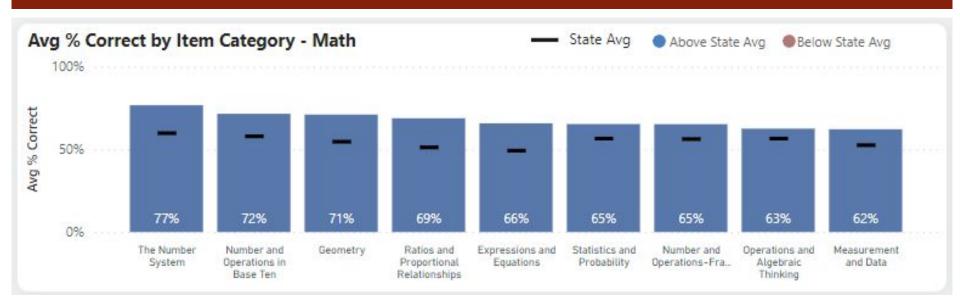
Math Grades 5: Percent (%) Correct by Category



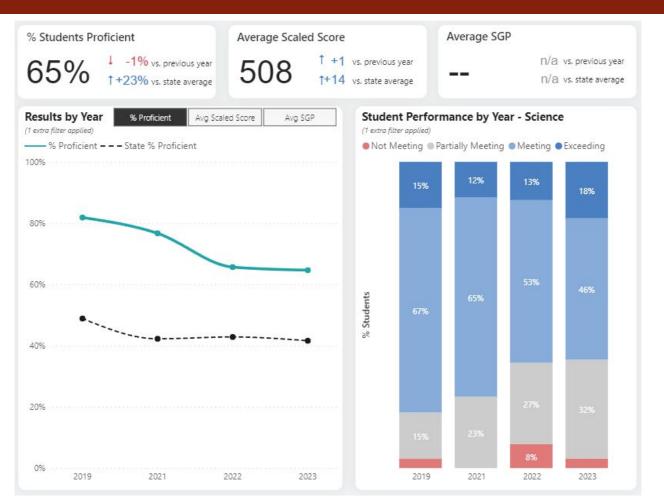
Math Grades 6: Percent (%) Correct by Category



Math Grades 3-6: Percent Correct by Category



Center/OHS Grade 5 Achievement from 2019-2023 for Science



Areas of Strength - ELA

Reading, Language and Writing Standards:

Grade 3:

- Read closely to determine what a text says explicitly and to make logical inferences from it; cite specific textual evidence when
 writing or speaking to support conclusions drawn from a text. +6 points above state.
- Determine central ideas or themes of a text and analyze their development; summarize the key supporting details and ideas. +5 points above state.

Grade 4

- Analyze the structure of texts, including how specific sentences, paragraphs, and larger portions of the text relate to each other and the whole. +10 points above state.
- Demonstrate understanding of figurative language, word relationships and nuances in word meanings. + 10 points above state

Grade 5

- Write an essay that explains how the characters worked together to solve a problem, use information from the passage as evidence. +19 points above state.
- Analyze the structure of texts, including how specific sentences, paragraphs, and larger portions of the text relate to each other and the whole. +17 points above state.

Grade 6

- Write an essay that explains actions taken that led to success; use information from the passages to support the explanation. +22
 points above state.
- Analyze how and why individuals, events, and ideas develop and interact over the course of a text. +15 points above state.

Action Steps - ELA

- 1. Implement Structured Literacy component of Into Reading program
 - a. Ongoing literacy professional development through HILL for Literacy consultants
 - b. Teachers participate in monthly Into Reading implementation meetings
 - Teachers participate in literacy data meetings to analyze DIBELS (Dynamic Indicators of Basic Early Literacy Skills) Benchmark Assessments to form student grouping and plan targeted intervention
- 2. Embed writing across all curriculum areas
- 3. Determine common grade level writing expectations and instructional strategies across grade levels
 - a. Grade level teams meet to score student writing to plan writing instruction and practice opportunities
- 4. Focus on Tiered Intervention Model that has flexible groupings based on students' needs
 - a. Evaluate DIBELS Benchmark Assessments three times a year
 - b. Utilize Progress Monitoring to assess students reading below benchmark to measure student response to intervention every 6-8 weeks.

Areas of Strength - Math

Grade 3:

- Given the number of equal parts in a figure, determine what fraction one part is of the area of the whole figure. 21% Difference vs. State
- Determine which multiplication expression with three factors has a value less than a given value using the properties of operations. 24% Difference vs. State
- Given a real-world problem, determine the length of one side of a square given the square's perimeter. 24% Difference vs. State

Grade 4:

- Determine measures of angles using a protractor. 26% Difference vs. State
- Write a fraction with a denominator of 100 as a decimal. 21% Difference vs. State

Grade 5:

- Determine the quotient of a four-digit dividend and a two-digit divisor. 30% Difference vs. State
- Evaluate an expression with two sets of parentheses. 31% Difference vs. State
- Determine the product, sum, and difference of two decimals to hundredths. 29% Difference vs. State

Grade 6:

- Use the net of a triangular prism to find its surface area. 28% Difference vs. State
- Find the length of the side of a polygon by finding the distance between points on a coordinate plane. 35% Difference vs. State
- Solve a real-world problem that involves finding the part given the percent and the whole. 27% Difference vs. State

Action Steps - Math

- Teachers will continuously monitor students' understanding through a variety of ways.
- All grade level teams will continue to progress monitor their students throughout the school year using Aimsweb Plus, Go Math! assessment, and teacher made assessments.
- Grade Level Data teams will use the results to adapt lessons to meet the needs of students. (Modify and Realign Curriculum Maps and Pacing Guides)
- Ensure strong grade-appropriate instruction with just-in-time scaffolds when they are needed.
 - RTI, building and subject specific interventionists, and digital tools. (Prodigy, IXL, etc.)
 - Focus on sub-groups: High Needs Status-identify obstacles to improved scores.

Response to Intervention Teams will meet weekly to work with teachers and provide interventions and strategies to support identified students in need.

Areas of Strength - Science

Grade 5 students continue to outperform the State on all standards.

Standard of Practice: Evidence, Reasoning, and Modeling

- Explain why the mass of a liquid decreases in an open beaker; determine and explain how closing the beaker will most likely affect the mass of the liquid.
- 20% Difference vs. State
- Identify a weather condition that could cause damage to a roof, describe the damage it could cause, and explain how a certain roof design could prevent this weather damage.
 - 22% Difference vs. State

Standard of Practice: Investigations and Questioning

Determine the problem a given structure was designed to solve.
 19% Difference vs. State

Action Steps - Science

- 1. Continue with implementation of OpenSciEd curriculum in grades 5 and 6
 - a. Grade 5: First year of implementation with 2 units (Field Test)
 - b. Grade 6: Second year of implementation with 4 units
- 2. Data analysis teams will review the Spring 2023 Item Analysis Summary for science and identify areas for improvement with a focus on questions with less than a 10% difference when compared to the State.
- Data teams will also look at specific subgroups scores and look for patterns and trends between 2019 and 2023 results.
- 4. Science interventionist will continue to work with teachers in grade K-5 and support science instruction.

Questions

OLD ROCHESTER REGIONAL SCHOOL DISTRICT MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55 DRAFT School Calendar 2024-2025

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Old Rochester Regional School District



Massachusetts School Superintendency Union 55

Memo

To: School Committee Members of Mattapoisett

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

Cc: Michael S. Nelson, Superintendent of Schools

Date: October 24, 2023

Re: Financial Report – Fiscal Year 2024

Financial Report:

Please find the following financial report in relation to the general funds of Mattapoisett School District:

- · Budget Report Detail Based for October 24, 2023
- · Budget Report Department Based for October 24, 2023

For the purpose of our Financial Forecasting:

The Mattapoisett School District currently has \$969,322 available of the general funds appropriated in the 2024 Fiscal Year. Per the attached Year to Date Budget Report by Department, we are able to identify how our funds are encumbered and expended. This report recognizes the activity of the total \$7,743,424 appropriated to the Mattapoisett School District.

- > \$7,743,424 General Funds Approved
- ➤ \$6,774,102 Obligations Paid Year to Date
- > \$ 969,322 Remaining Available Funds

Bristol County Agricultural High School enrolled student operational budget of \$98,922, of which the excess liability balance for committed cost is (\$5,748)

- > \$ 98,922 Bristol County Agricultural High School
- > \$ 104,670 Obligations Paid Year to Date
- > \$ -5,748 Budget Deficit of Funds

Mattapoisett Public Schools Fiscal Year 2023-2024 Final Approved Budget - Department Based As of June 30, 2024

		FY2023 Final			FY2024					Total		Available	
Department	Department Name	Ex	penditures		Budget	Year to Date		Encumbrances		(Committed	FY2024 Budget	
001	SCHOOL COMMITTEE	\$	11,068	\$	10,700	\$	-	\$	400	\$	400	\$	10,300
004	SUPERINTENDENTS OFFICE	\$	183,753	\$	210,410	\$	-	\$	156,454	\$	156,454	\$	53,956
007	SCHOOL ADMINISTRATION	\$	426,201	\$	432,264	\$	122,423	\$	312,884	\$	435,307	\$	(3,043)
010	CLASSROOM TEACHERS	\$	1,673,241	\$	1,548,050	\$	245,051	\$	1,260,939	\$	1,505,991	\$	42,059
013	KINDERGARTEN	\$	272,545	\$	289,382	\$	44,744	\$	241,716	\$	286,460	\$	2,922
016	ART	\$	95,430	\$	108,854	\$	15,527	\$	81,630	\$	97,157	\$	11,697
022	READING	\$	235,060	\$	246,104	\$	40,782	\$	238,792	\$	279,574	\$	(33,470)
024	ELL PROGRAM	\$	14,083	\$	21,606	\$	-	\$	13,719	\$	13,719	\$	7,887
025	ENGLISH	\$	743	\$	107,960	\$	-	\$	-	\$	-	\$	107,960
037	MATHEMATICS	\$	189,040	\$	138,244	\$	29,863	\$	165,349	\$	195,212	\$	(56,968)
040	MEDIA SERVICES	\$	131,803	\$	136,336	\$	15,940	\$	198,812	\$	214,752	\$	(78,416)
043	MUSIC	\$	148,506	\$	154,741	\$	27,050	\$	67,670	\$	94,720	\$	60,021
049	PHYSICAL EDUCATION	\$	124,429	\$	131,321	\$	21,516	\$	107,104	\$	128,620	\$	2,701
052	SCIENCE	\$	206,951	\$	211,620	\$	32,758	\$	176,036	\$	208,795	\$	2,825
055	SOCIAL STUDIES	\$	2,062	\$	105,516	\$	2,661	\$	-	\$	2,661	\$	102,855
061	CURRICULUM DEVELOPMENT	\$	30,772	\$	36,000	\$	800	\$	1,482	\$	2,282	\$	33,718
076	HEALTH SERVICES	\$	154,998	\$	166,078	\$	26,353	\$	137,459	\$	163,812	\$	2,266
079	TRANSPORTATION	\$	300,772	\$	298,000	\$	-	\$	-	\$	-	\$	298,000
085	MISCELLANEOUS	\$	8,696	\$	4,800	\$	1,310	\$	1,771	\$	3,081	\$	1,719
088	OPERATION AND MAINTENANCE	\$	849,059	\$	837,659	\$	244,639	\$	534,554	\$	779,193	\$	58,466
093	COMPUTER PROGRAM	\$	213,291	\$	166,494	\$	16,252	\$	63,780	\$	80,032	\$	86,462
100	SPECIAL NEEDS ADMINISTRATION	\$	43,446	\$	52,398	\$	710	\$	39,136	\$	39,845	\$	12,553
102	PROJECT GROW	\$	162,624	\$	166,782	\$	25,280	\$	140,522	\$	165,802	\$	980
103	LEARNING SUPPORT CENTER	\$	939,044	\$	1,003,120	\$	157,549	\$	893,672	\$	1,051,221	\$	(48,101)
106	LEARNING SUPPORT CENTER	\$	1,635	\$	-	\$	-	\$	-	\$	-	\$	-
118	SPEECH	\$	212,249	\$	218,751	\$	30,749	\$	166,552	\$	197,302	\$	21,449
121	SUPPORT SERVICES	\$	178,596	\$	206,151	\$	18,626	\$	124,281	\$	142,907	\$	63,244
127	PSYCHOLOGICAL SERVICES	\$	51,223	\$	300,767	\$	46,466	\$	248,244	\$	294,709	\$	6,058
130	SPED TRANSPORTATION	\$	203,161	\$	222,000	\$	32,766	\$	184,020	\$	216,786	\$	5,214
133	PROGRAM WITH OTHERS SPED	\$	208,891	_\$	211,316	\$		\$	17,306	\$	17,306	\$	194,010
Grand Total		\$	7,273,369	\$	7,743,424	\$	1,199,816	\$	5,574,286	\$	6,774,102	\$	969,322

FY23-24 APPROVED B	UDGET - SCHOOL BASED			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask	Include pre encu	umbrance 🔲 Print	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date F	Range
	Exclude Inactive Accounts with zero	balance			_		-	_
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bud
01.303.001.1110.04.33	MASC	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.303.001.1110.04.35	LEGAL COUNSEL	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.303.001.1110.04.36	DOE AUDIT	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.303.001.1110.05.36	MISCELLANEOUS	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$400.00	\$1,600.00	80.00%
01.303.001.1110.06.36	ADVERTISING	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.303.001.1110.06.37	TRAVEL SCHOOL COMMITTEE	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	100.00%
	Dept: SCHOOL COMMITTEE - 001	\$10,700.00	\$0.00	\$0.00	\$10,700.00	\$400.00	\$10,300.00	96.26%
01.303.004.1110.04.35	CENSUS	\$875.00	\$0.00	\$0.00	\$875.00	\$0.00	\$875.00	100.00%
01.303.004.1210.01.02	SUPERINTENDENT	\$37,393.00	\$0.00	\$0.00	\$37,393.00	\$36,006.10	\$1,386.90	3.71%
01.303.004.1210.02.02	EXEC ASST TO SUPT	\$13,667.00	\$0.00	\$0.00	\$13,667.00	\$11,406.64	\$2,260.36	16.54%
01.303.004.1210.04.33	ASSOCIATIONS & DUES	\$9,700.00	\$0.00	\$0.00	\$9,700.00	\$0.00	\$9,700.00	100.00%
01.303.004.1210.05.21	POSTAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.004.1210.05.22	SUPPLIES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
01.303.004.1210.06.36	MISCELLANEOUS	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.004.1210.06.37	TRAVEL & CONFERENCES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
01.303.004.1220.01.02	ASST SUPT CURRICULUM	\$24,127.00	\$0.00	\$0.00	\$24,127.00	\$26,294.55	(\$2,167.55)	-8.98%
01.303.004.1220.02.02	CLERICAL, CURRICULUM	\$9,185.00	\$0.00	\$0.00	\$9,185.00	\$8,666.96	\$518.04	5.64%
01.303.004.1410.01.02	ASST SUPT FINANCE & OPERATIONS	\$29,855.00	\$0.00	\$0.00	\$29,855.00	\$28,495.14	\$1,359.86	4.55%
01.303.004.1410.03.02	FINANCE OFFICE STAFF	\$34,545.00	\$0.00	\$0.00	\$34,545.00	\$42,054.98	(\$7,509.98)	-21.74%
01.303.004.1420.03.02	HUMAN RESOURCES	\$14,313.00	\$0.00	\$0.00	\$14,313.00	\$3,529.43	\$10,783.57	75.34%
01.303.004.1435.04.01	LEGAL SETTLEMENT-CONTRACTED S	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
01.303.004.1450.04.27	COMPUTER SERVICES	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	100.00%
01.303.004.1450.05.21	ADMINISTRATIVE TECHNOLOGY	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.004.2356.06.37	PROFESSIONAL DEVELOPMENT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.004.4130.04.15	TELEPHONE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
01.303.004.4230.04.27	MAINTENANCE OF EQUIPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.004.5300.04.21	COPIER RENTAL	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
	Dept: SUPERINTENDENTS OFFICE - 004	\$203,660.00	\$0.00	\$0.00	\$203,660.00	\$156,453.80	\$47,206.20	23.18%
01.303.007.2210.01.02	PRINCIPAL	\$124,630.00	\$38,347.69	\$38,347.69	\$86,282.31	\$86,282.31	\$0.00	0.00%
01.303.007.2210.02.09	CLERICAL	\$46,935.00	\$8,992.25	\$8,992.25	\$37,942.75	\$14,987.59	\$22,955.16	48.91%
01.303.007.2210.03.03	HEAD TEACHERS	\$1,500.00	\$307.68	\$307.68	\$1,192.32	\$1,692.32	(\$500.00)	-33.33%
01.303.007.2210.03.08	CAFE LUNCH MONITOR	\$29,459.00	\$8,713.12	\$8,713.12	\$20,745.88	\$74,672.18	(\$53,926.30)	-183.06%
01.303.007.2210.04.33	ASSOCIATION DUES	\$800.00	\$0.00	\$0.00	\$800.00	\$499.00	\$301.00	37.63%
01.303.007.2210.05.23	SUPPLIES COPYING	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
01.303.007.2210.05.24	SUPPLIES GENERAL SCHOOL	\$7,500.00	\$8,501.36	\$8,501.36	(\$1,001.36)	\$1,600.53	(\$2,601.89)	-34.69%
01.303.007.2210.05.25	POSTAGE	\$1,100.00	\$11.90	\$11.90	\$1,088.10	\$0.00	\$1,088.10	98.92%
01.303.007.2210.06.37	TRAVEL & CONFERENCES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.007.2250.05.22	PRINCIPALS TECHNOLOGY	\$2,500.00	\$67.99	\$67.99	\$2,432.01	\$0.00	\$2,432.01	97.28%
01.303.007.5260.06.38	POSITION BONDS	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
01.303.007.5300.04.28	COPIER RENTAL	\$6,750.00	\$3,323.54	\$3,323.54	\$3,426.46	\$12,776.46	(\$9,350.00)	-138.52%
	Dept: SCHOOL ADMINISTRATION - 007	\$227,274.00	\$68,265.53	\$68,265.53	\$159,008.47	\$192,510.39	(\$33,501.92)	-14.74%
01.303.010.2305.01.03	TEACHERS	\$876,026.00	\$110,061.40	\$110,061.40	\$765,964.60	\$610,729.10	\$155,235.50	17.72%
01.303.010.2324.03.34	LONG TERM SUBS CENTER	\$0.00	\$1,357.02	\$1,357.02	(\$1,357.02)	\$5,428.08	(\$6,785.10)	0.00%
01.303.010.2325.03.34	SUBSTITUTES	\$36,894.00	\$7,002.90	\$7,002.90	\$29,891.10	\$1,807.00	\$28,084.10	76.12%
01.303.010.2325.03.35	OTHER SALARIES	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00	(\$110.00)	0.00%
01.303.010.2351.04.03	TUITION REIMBURSEMENT	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
01.303.010.2356.06.37	TRAVEL & CONFERENCES TEACHERS	\$7,500.00	\$254.00	\$254.00	\$7,246.00	\$0.00	\$7,246.00	96.61%
	Dept: CLASSROOM TEACHERS - 010	\$923,920.00	\$118,675.32	\$118,675.32	\$805,244.68	\$618,074.18	\$187,170.50	20.26%

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FY23-24 APPROVED B	UDGET - SCHOOL BASED			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask	Include pre enc	umbrance 🔲 Print a	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date I	Range
	Exclude Inactive Accounts with zero	balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bud
01.303.013.2300.05.23	SUPPLIES CS	\$0.00	\$978.02	\$978.02	(\$978.02)	\$0.00	(\$978.02)	0.00%
01.303.013.2305.01.03	TEACHERS	\$286,982.00	\$43,766.44	\$43,766.44	\$243,215.56	\$241,715.56	\$1,500.00	0.52%
01.303.013.2430.05.23	KINDERGARTEN SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: KINDERGARTEN - 013	\$289,382.00	\$44,744.46	\$44,744.46	\$244,637.54	\$241,715.56	\$2,921.98	1.01%
01.303.016.2305.01.03	TEACHERS	\$49,660.00	\$7,293.76	\$7,293.76	\$42,366.24	\$40,365.74	\$2,000.50	4.03%
01.303.016.2430.05.23	SUPPLIES & MATERIALS ART	\$2,400.00	\$939.48	\$939.48	\$1,460.52	\$0.00	\$1,460.52	60.86%
	Dept: ART - 016	\$52,060.00	\$8,233.24	\$8,233.24	\$43,826.76	\$40,365.74	\$3,461.02	6.65%
01.303.022.2305.01.03	TEACHERS	\$208,220.00	\$31,733.84	\$31,733.84	\$176,486.16	\$175,036.16	\$1,450.00	0.70%
01.303.022.2430.05.23	READING SUPPLIES	\$2,400.00	\$286.14	\$286.14	\$2,113.86	\$0.00	\$2,113.86	88.08%
	Dept: READING - 022	\$210,620.00	\$32,019.98	\$32,019.98	\$178,600.02	\$175,036.16	\$3,563.86	1.69%
01.303.024.2305.01.03	TEACHERS	\$19,206.00	\$0.00	\$0.00	\$19,206.00	\$13,697.20	\$5,508.80	28.68%
01.303.024.2356.06.37	TRAVEL & CONFERENCES ELL	\$0.00	\$0.00	\$0.00	\$0.00	\$22.00	(\$22.00)	0.00%
01.303.024.2430.05.23	ELL SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: ELL PROGRAM - 024	\$21,606.00	\$0.00	\$0.00	\$21,606.00	\$13,719.20	\$7,886.80	36.50%
01.303.025.2430.05.23	ENGLISH SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: ENGLISH - 025	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
01.303.037.2305.01.03	TEACHERS	\$35,084.00	\$14,069.52	\$14,069.52	\$21,014.48	\$77,982.48	(\$56,968.00)	-162.38%
01.505.057.2505.01.05	Dept: MATHEMATICS - 037	\$35,084.00	\$14,069.52	\$14,069.52	\$21,014.48	\$77,982.48	(\$56,968.00)	-162.38%
01.303.040.2330.01.03	LIBRARIAN	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	(\$300.00)	0.00%
01.303.040.2340.01.03	LIBRARIAN	\$49,343.00	\$7,970.00	\$7,970.00	\$41,373.00	\$86,027.16	(\$44,654.16)	-90.50%
01.303.040.2340.03.08	LIBRARY PARAPROFESSIONAL	\$17,570.00	\$0.00	\$0.00	\$17,570.00	\$14,648.24	\$2,921.76	16.63%
01.303.040.2430.05.23	SUPPLIES LIBRARY	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$297.20	\$2,102.80	87.62%
01.303.040.2430.05.24	BOOKS AND MAGAZINES LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$792.96	(\$792.96)	0.00%
01.303.040.2430.05.25	RESOURCE MATERIALS LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$89.00	(\$89.00)	0.00%
	Dept: MEDIA SERVICES - 040	\$69,313.00	\$7,970.00	\$7,970.00	\$61,343.00	\$102,154.56	(\$40,811.56)	-58.88%
01.303.043.2305.01.03	TEACHERS	\$50,658.00	\$8,888.84	\$8,888.84	\$41,769.16	\$13,633.23	\$28,135.93	55.54%
01.303.043.2430.05.23	SUPPLIES MUSIC	\$2,400.00	\$751.94	\$751.94	\$1,648.06	\$0.00	\$1,648.06	68.67%
	Dept: MUSIC - 043	\$53,058.00	\$9,640.78	\$9,640.78	\$43,417.22	\$13,633.23	\$29,783.99	56.13%
01.303.049.2305.01.03	TEACHER	\$41,304.00	\$6,376.00	\$6,376.00	\$34,928.00	\$35,468.00	(\$540.00)	-1.31%
01.303.049.2430.05.23	SUPPLIES PHYS ED	\$2,400.00	\$1,063.91	\$1,063.91	\$1,336.09	\$0.00	\$1,336.09	55.67%
	Dept: PHYSICAL EDUCATION - 049	\$43,704.00	\$7,439.91	\$7,439.91	\$36,264.09	\$35,468.00	\$796.09	1.82%
01.303.052.2305.01.03	TEACHER	\$61,896.00	\$9,476.32	\$9,476.32	\$52,419.68	\$52,419.77	(\$0.09)	0.00%
01.303.052.2305.01.04	TECHNOLOGY LAB INSTRUCTOR	\$51,830.00	\$7,970.00	\$7,970.00	\$43,860.00	\$44,335.00	(\$475.00)	-0.92%
01.303.052.2430.05.23	SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: SCIENCE - 052	\$116,126.00	\$17,446.32	\$17,446.32	\$98,679.68	\$96,754.77	\$1,924.91	1.66%
01.303.055.2430.05.23	SUPPLIES SCIENCE	\$2,400.00	\$2,660.82	\$2,660.82	(\$260.82)	\$0.00	(\$260.82)	-10.87%
	Dept: SOCIAL STUDIES - 055	\$2,400.00	\$2,660.82	\$2,660.82	(\$260.82)	\$0.00	(\$260.82)	-10.87%
01.303.061.2351.04.03	CORE PROGRAM & DEVELOPMENT	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
01.303.061.2351.05.23	SUPPLIES	\$4,200.00	\$800.00	\$800.00	\$3,400.00	\$1,482.22	\$1,917.78	45.66%
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FY23-24 APPRO	VED BUDGET - SCHOOL BASED			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-202	Subtotal by Collapse Mask	Include pre enc	umbrance Print	accounts with ze	ero balance 🗸 F	ilter Encumbrance	Detail by Date I	Range
	Exclude Inactive Accounts with zero	-			_		,	J
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bud
01.303.061.2358.04.35	CONSULTANT SERVICES	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
01.303.061.2415.06.37	TRAVEL & CONFERENCES	\$2,800.00	\$0.00	\$0.00	\$2,800.00	\$0.00	\$2,800.00	100.00%
	Dept: CURRICULUM DEVELOPMENT - 061	\$36,000.00	\$800.00	\$800.00	\$35,200.00	\$1,482.22	\$33,717.78	93.66%
01.303.076.3200.01.11	NURSE	\$91,452.00	\$14,069.52	\$14,069.52	\$77,382.48	\$77,382.48	\$0.00	0.00%
01.303.076.3200.04.11	PHYSICIAN SVCS - CONTRACTED	\$0.00	\$0.00	\$0.00	\$0.00	\$993.00	(\$993.00)	0.00%
01.303.076.3200.05.23	SUPPLIES NURSE	\$2,400.00	\$1,417.78	\$1,417.78	\$982.22	\$0.00	\$982.22	40.93%
	Dept: HEALTH SERVICES - 076	\$93,852.00	\$15,487.30	\$15,487.30	\$78,364.70	\$78,375.48	(\$10.78)	-0.01%
01.303.079.3300.06.40	REGULAR EDUCATION - PUPIL K-6	\$278,000.00	\$0.00	\$0.00	\$278,000.00	\$0.00	\$278,000.00	100.00%
01.303.079.3300.06.41	REGULAR EDUCATION - FUEL ADJUS	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
	Dept: TRANSPORTATION - 079	\$298,000.00	\$0.00	\$0.00	\$298,000.00	\$0.00	\$298,000.00	100.00%
01.303.085.3520.06.36	STUDENT ACTIVITY EXTRACURRICUL	\$2,400.00	\$110.00	\$110.00	\$2,290.00	\$0.00	\$2,290.00	95.42%
0.1000.000.0020.000	Dept: MISCELLANEOUS - 085	\$2,400.00	\$110.00	\$110.00	\$2,290.00	\$0.00	\$2,290.00	95.42%
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01.303.088.4110.01.02	DISTRICT FACILITIES MANAGER	\$19,553.00	\$0.00	\$0.00	\$19,553.00	\$17,811.17	\$1,741.83	8.91%
01.303.088.4110.03.10	CUSTODIAL SUPERVISOR	\$53,293.00	\$17,912.75	\$17,912.75	\$35,380.25	\$37,656.00	(\$2,275.75)	-4.27%
01.303.088.4110.03.11	CUSTODIAL CONTRACT SERVICES	\$97,000.00	\$28,362.09	\$28,362.09	\$68,637.91	\$68,637.91	\$0.00	0.00%
01.303.088.4110.03.34	CUSTODIAL SUBSTITUTES	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
01.303.088.4120.04.17	HEAT (GAS) CS	\$132,000.00	\$1,654.89	\$1,654.89	\$130,345.11	\$91,345.11	\$39,000.00	29.55%
01.303.088.4130.04.15	TELEPHONE	\$13,000.00	\$2,128.04	\$2,128.04	\$10,871.96	\$6,771.96	\$4,100.00	31.54%
01.303.088.4130.04.16	ELECTRICITY	\$216,000.00	\$59,678.88	\$59,678.88	\$156,321.12	\$117,321.12	\$39,000.00	18.06%
01.303.088.4130.04.19	WATER	\$36,000.00	\$0.00	\$0.00	\$36,000.00	\$17,300.00	\$18,700.00	51.94%
01.303.088.4210.04.32	MAINTENANCE OF GROUNDS	\$7,500.00	\$7,925.00	\$7,925.00	(\$425.00)	\$3,746.86	(\$4,171.86)	-55.62%
01.303.088.4220.04.26	LIGHTING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.088.4220.04.32	MAINTENANCE OF BUILDING	\$66,550.00	\$52,652.28	\$52,652.28	\$13,897.72	\$43,361.97	(\$29,464.25)	-44.27%
01.303.088.4220.05.26	CHEMICALS	\$12,400.00	\$19,350.71	\$19,350.71	(\$6,950.71)	\$9,499.29	(\$16,450.00)	-132.66%
01.303.088.4220.05.27	PAPER	\$14,000.00	\$5,362.80	\$5,362.80	\$8,637.20	\$15,337.20	(\$6,700.00)	-47.86%
01.303.088.4220.06.37	TRAVEL	\$850.00	\$162.44	\$162.44	\$687.56	\$587.56	\$100.00	11.76%
01.303.088.4224.05.26	MISCELLANEOUS	\$1,000.00	\$327.30	\$327.30	\$672.70	\$422.70	\$250.00	25.00%
01.303.088.4227.06.37	TRAVEL	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
01.303.088.4230.04.32	MAINTENANCE OF EQUIP CAP	\$8,300.00	\$0.00	\$0.00	\$8,300.00	\$0.00	\$8,300.00	100.00%
	Dept: OPERATION AND MAINTENANCE - 088	\$685,296.00	\$195,517.18	\$195,517.18	\$489,778.82	\$429,798.85	\$59,979.97	8.75%
01.303.093.2130.01.04	BUILDING TECH COORDINATOR	\$0.00	\$0.00	\$0.00	\$0.00	\$625.00	(\$625.00)	0.00%
01.303.093.2130.03.04	NETWORK TECHNICIANS	\$80,494.00	\$0.00	\$0.00	\$80,494.00	\$60,875.71	\$19,618.29	24.37%
01.303.093.2356.06.37	TRAVEL AND CONFERENCES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.093.2430.05.23	SOFTWARE TECHNOLOGY	\$25,000.00	\$2,850.00	\$2,850.00	\$22,150.00	\$0.00	\$22,150.00	88.60%
01.303.093.2430.05.24	SUPPLIES & MATERIALS TECHNOLOG	\$15,000.00	\$1,053.00	\$1,053.00	\$13,947.00	\$2,048.50	\$11,898.50	79.32%
01.303.093.2450.05.23	EDUCATIONAL EQUIPMENT TECHNOL	\$0.00	\$0.00	\$0.00	\$0.00	\$115.50	(\$115.50)	0.00%
01.303.093.4130.04.35	TELECOMMUNICATIONS	\$11,000.00	\$6,022.80	\$6,022.80	\$4,977.20	\$0.00	\$4,977.20	45.25%
01.303.093.4230.04.29	MAINTENANCE OF EQUIPMENT	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
	Dept: COMPUTER PROGRAM - 093	\$135,494.00	\$9,925.80	\$9,925.80	\$125,568.20	\$63,664.71	\$61,903.49	45.69%
01.303.100.1435.04.36	LEGAL SETTLEMENTS - SPED	\$5,000.00	\$709.50	\$709.50	\$4,290.50	\$4,290.50	\$0.00	0.00%
01.303.100.2110.01.02	DIRECTOR, STUDENT SERVICES	\$24,905.00	\$0.00	\$0.00	\$24,905.00	\$23,239.49	\$1,665.51	6.69%
01.303.100.2110.02.09	ADMINISTRATIVE ASST STUDENT SV	\$12,593.00	\$0.00	\$0.00	\$12,593.00	\$11,605.92	\$987.08	7.84%
01.303.100.2110.06.37	TRAVEL/CONFERENCES	\$6,200.00	\$0.00	\$0.00	\$6,200.00	\$0.00	\$6,200.00	100.00%
01.303.100.2415.04.33	ASSOCIATION DUES	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
01.303.100.4130.04.15	TELEPHONE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
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FY23-24 APPROVED	BUDGET - SCHOOL BASED			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask	Include pre enc	umbrance Print	accounts with ze	ro balance 🗹 F	ilter Encumbrance	Detail by Date I	Range
	Exclude Inactive Accounts with zero	•	_		_		·	J
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ice % Bud
01.303.100.4230.04.31	SOFTWARE LICENSES	\$3,300.00	\$0.00	\$0.00	\$3,300.00	\$0.00	\$3,300.00	100.00%
	Dept: SPECIAL NEEDS ADMINISTRATION - 100	\$52,398.00	\$709.50	\$709.50	\$51,688.50	\$39,135.91	\$12,552.59	23.96%
01.303.102.2305.01.03	TEACHERS	\$105,260.00	\$15,093.84	\$15,093.84	\$90,166.16	\$87,466.16	\$2,700.00	2.57%
01.303.102.2330.03.08	PARAPROFESSIONALS	\$60,222.00	\$9,576.91	\$9,576.91	\$50,645.09	\$52,856.30	(\$2,211.21)	-3.67%
01.303.102.2351.06.37	TRAVEL PROJ GROW	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00	0.00%
01.303.102.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.102.2430.05.23	SUPPLIES & MATERIALS	\$600.00	\$609.00	\$609.00	(\$9.00)	\$0.00	(\$9.00)	-1.50%
	Dept: PROJECT GROW - 102	\$166,782.00	\$25,279.75	\$25,279.75	\$141,502.25	\$140,522.46	\$979.79	0.59%
01.303.103.2300.05.24	SUPPLIES & MATERIALS	\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%
01.303.103.2305.01.03	TEACHERS	\$307,506.00	\$46,985.52	\$46,985.52	\$260,520.48	\$262,859.84	(\$2,339.36)	-0.76%
01.303.103.2330.03.08	PARAPROFESSIONALS	\$191,580.00	\$22,610.01	\$22,610.01	\$168,969.99	\$131,178.71	\$37,791.28	19.73%
01.303.103.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.103.2450.05.24	EDUCATIONAL EQUIPMENT CS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$1,188.20	\$1,311.80	52.47%
	Dept: LEARNING SUPPORT CENTER - 103	\$502,836.00	\$69,595.53	\$69,595.53	\$433,240.47	\$395,226.75	\$38,013.72	7.56%
01.303.118.2305.01.03	TEACHERS	\$103,660.00	\$15,940.00	\$15,940.00	\$87,720.00	\$88,670.00	(\$950.00)	-0.92%
01.303.118.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.118.2430.05.24	SUPPLIES	\$800.00	\$739.57	\$739.57	\$60.43	\$0.00	\$60.43	7.55%
01.303.118.2800.04.35	THERAPY	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
	Dept: SPEECH - 118	\$124,960.00	\$16,679.57	\$16,679.57	\$108,280.43	\$88,670.00	\$19,610.43	15.69%
01.303.121.2110.02.02	SPECIAL NEEDS SECRETARY	\$17,888.00	\$3,150.00	\$3,150.00	\$14,738.00	\$300.00	\$14,438.00	80.71%
01.303.121.2110.02.09	CLERICAL	\$0.00	\$2,237.00	\$2,237.00	(\$2,237.00)	\$12,303.50	(\$14,540.50)	0.00%
01.303.121.2305.01.03	TEACHER VISUALLY IMPAIRED	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
01.303.121.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.121.2415.05.24	SUPPLIES	\$750.00	\$731.96	\$731.96	\$18.04	\$0.00	\$18.04	2.41%
01.303.121.2440.04.35	EXTENDED YEAR SERVICES	\$38,000.00	\$0.00	\$0.00	\$38,000.00	\$13,612.00	\$24,388.00	64.18%
01.303.121.2710.04.03	SPECIALIZED INSTRUCTION	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	0.00%
01.303.121.2800.04.35	THERAPY	\$98,000.00	\$10,270.22	\$10,270.22	\$87,729.78	\$60,561.78	\$27,168.00	27.72%
	Dept: SUPPORT SERVICES - 121	\$188,138.00	\$16,389.18	\$16,389.18	\$171,748.82	\$111,777.28	\$59,971.54	31.88%
01.303.127.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.127.2710.01.03	ADJUSTMENT COUNSELOR	\$94,819.00	\$14,587.52	\$14,587.52	\$80,231.48	\$80,731.48	(\$500.00)	-0.53%
01.303.127.2800.01.03	PSYCHOLOGIST	\$45,843.00	\$6,914.48	\$6,914.48	\$38,928.52	\$38,029.63	\$898.89	1.96%
01.303.127.2800.05.24	SUPPLIES	\$750.00	\$726.49	\$726.49	\$23.51	\$0.00	\$23.51	3.13%
01.303.127.2800.06.13	PSYCHOLOGICAL EVALUATIONS	\$8,300.00	\$1,529.00	\$1,529.00	\$6,771.00	\$4,587.00	\$2,184.00	26.31%
	Dept: PSYCHOLOGICAL SERVICES - 127	\$150,212.00	\$23,757.49	\$23,757.49	\$126,454.51	\$123,348.11	\$3,106.40	2.07%
01.303.130.3300.06.43	SPED TRANSPORTATION - COLLABOR	\$127,266.88	\$14,561.88	\$14,561.88	\$112,705.00	\$112,705.00	\$0.00	0.00%
01.303.130.3300.06.44	SPED TRANSPORTATION - DAY SCHO	\$83,000.00	\$17,085.00	\$17,085.00	\$65,915.00	\$65,915.00	\$0.00	0.00%
01.303.130.3300.06.45	SPED TRANSPORTATION - PRESCHOO	\$1,733.12	\$0.00	\$0.00	\$1,733.12	\$0.00	\$1,733.12	100.00%
01.303.130.3300.06.46	SPED TRANSPORTATION - MCKINNEY	\$10,000.00	\$1,119.00	\$1,119.00	\$8,881.00	\$5,400.00	\$3,481.00	34.81%
	Dept: SPED TRANSPORTATION - 130	\$222,000.00	\$32,765.88	\$32,765.88	\$189,234.12	\$184,020.00	\$5,214.12	2.35%
01.303.133.9300.06.13	TUITION PRIVATE SCHOOLS	\$187,000.00	\$0.00	\$0.00	\$187,000.00	\$17,306.47	\$169,693.53	90.75%
01.303.133.9300.06.43	SPED - TUITION COLLABORATIVE	\$24,316.00	\$0.00	\$0.00	\$24,316.00	\$0.00	\$24,316.00	100.00%
2.1.555.100.0000.00.10	Dept: PROGRAM WITH OTHERS SPED - 133	\$211,316.00	\$0.00	\$0.00	\$211,316.00	\$17,306.47	\$194,009.53	91.81%
01.304.004.5300.04.28	CONTRACTED SERVICE	\$6,750.00	\$0.00	\$0.00	\$6,750.00	\$0.00	\$6,750.00	100.00%
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FY23-24 APPROVED B				From Date:	1/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask	Include pre enc	umbrance 🔲 Print	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date	Range
	Exclude Inactive Accounts with zero	balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balar	nce % Bud
	Dept: SUPERINTENDENTS OFFICE - 004	\$6,750.00	\$0.00	\$0.00	\$6,750.00	\$0.00	\$6,750.00	100.00%
01.304.007.2210.01.02	PRINCIPAL	\$119,036.00	\$36,432.25	\$36,432.25	\$82,603.75	\$81,972.69	\$631.06	0.53%
01.304.007.2210.02.09	CLERICAL	\$34,015.00	\$8,528.90	\$8,528.90	\$25,486.10	\$35,821.50	(\$10,335.40)	-30.38%
01.304.007.2210.03.03	HEAD TEACHERS	\$1,500.00	\$307.68	\$307.68	\$1,192.32	\$1,692.32	(\$500.00)	-33.33%
01.304.007.2210.03.08	PARAPROFESSIONALS	\$33,439.00	\$0.00	\$0.00	\$33,439.00	\$0.00	\$33,439.00	100.00%
01.304.007.2210.04.33	ASSOCIATION DUES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.304.007.2210.05.22	SUPPLIES ADMINISTRATION	\$4,000.00	\$1,940.00	\$1,940.00	\$2,060.00	\$77.51	\$1,982.49	49.56%
01.304.007.2210.05.24	SUPPLIES GENERAL SCHOOL	\$7,500.00	\$5,138.51	\$5,138.51	\$2,361.49	\$809.80	\$1,551.69	20.69%
01.304.007.2210.05.25	POSTAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.304.007.2210.06.37	TRAVEL & CONFERENCES	\$900.00	\$1,810.06	\$1,810.06	(\$910.06)	\$0.00	(\$910.06)	-101.12%
01.304.007.2250.05.22	PRINCIPALS TECHNOLOGY	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
01.304.007.5260.06.38	POSITION BONDS	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Dept: SCHOOL ADMINISTRATION - 007	\$204,990.00	\$54,157.40	\$54,157.40	\$150,832.60	\$120,373.82	\$30,458.78	14.86%
01.304.010.2305.01.03	TEACHERS	\$582,475.00	\$115,424.28	\$115,424.28	\$467,050.72	\$638,933.72	(\$171,883.00)	-29.51%
01.304.010.2324.03.34	LONG TERM SUBS OHS	\$0.00	\$209.64	\$209.64	(\$209.64)	\$1,015.36	(\$1,225.00)	0.00%
01.304.010.2325.03.34	SUBSTITUTES	\$0.00	\$695.00	\$695.00	(\$695.00)	\$220.00	(\$915.00)	0.00%
01.304.010.2325.03.35	SUBSTITUTES FOR PD	\$30,655.00	\$9,627.14	\$9,627.14	\$21,027.86	\$2,696.02	\$18,331.84	59.80%
01.304.010.2351.04.03	TUITION REIMBURSEMENT	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
01.304.010.2356.06.37	CONFERENCES TEACHERS	\$7,500.00	\$419.97	\$419.97	\$7,080.03	\$0.00	\$7,080.03	94.40%
	Dept: CLASSROOM TEACHERS - 010	\$624,130.00	\$126,376.03	\$126,376.03	\$497,753.97	\$642,865.10	(\$145,111.13)	-23.25%
01.304.016.2305.01.03	TEACHERS	\$54,394.00	\$7,293.76	\$7,293.76	\$47,100.24	\$40,365.74	\$6,734.50	12.38%
01.304.016.2430.05.23	SUPPLIES & MATERIALS ART	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$898.87	\$1,501.13	62.55%
	Dept: ART - 016	\$56,794.00	\$7,293.76	\$7,293.76	\$49,500.24	\$41,264.61	\$8,235.63	14.50%
01.304.022.2305.01.03	TEACHERS	\$33,084.00	\$8,368.32	\$8,368.32	\$24,715.68	\$63,756.14	(\$39,040.46)	-118.00%
01.304.022.2430.05.23	SUPPLIES READING	\$2,400.00	\$393.73	\$393.73	\$2,006.27	\$0.00	\$2,006.27	83.59%
	Dept: READING - 022	\$35,484.00	\$8,762.05	\$8,762.05	\$26,721.95	\$63,756.14	(\$37,034.19)	-104.37%
01.304.025.2305.01.03	TEACHERS	\$103,160.00	\$0.00	\$0.00	\$103,160.00	\$0.00	\$103,160.00	100.00%
01.304.025.2430.05.23	SUPPLIES READING	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: ENGLISH - 025	\$105,560.00	\$0.00	\$0.00	\$105,560.00	\$0.00	\$105,560.00	100.00%
01.304.037.2305.01.03	TEACHERS	\$103,160.00	\$15,793.84	\$15,793.84	\$87,366.16	\$87,366.16	\$0.00	0.00%
01.001.001.2000.01.00	Dept: MATHEMATICS - 037	\$103,160.00	\$15,793.84	\$15,793.84	\$87,366.16	\$87,366.16	\$0.00	0.00%
01.304.040.2305.01.03	PROFESSIONAL SALARIES	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
01.304.040.2330.01.03	LIBRARIAN	\$2,850.00	\$7,970.00	\$7,970.00	(\$5,120.00)	\$86,327.16	(\$91,447.16)	-3208.67%
01.304.040.2340.01.03	MEDIA CENTER	\$49,343.00	\$0.00	\$0.00	\$49,343.00	\$0.00	\$49,343.00	100.00%
01.304.040.2340.03.08	LIBRARY ASSISTANT	\$11,830.00	\$0.00	\$0.00	\$11,830.00	\$9,765.38	\$2,064.62	17.45%
01.304.040.2430.05.23	MEDIA SERVICE SUPPLIES	\$2,525.00	\$0.00	\$0.00	\$2,525.00	\$0.00	\$2,525.00	100.00%
01.304.040.2430.05.24	MEDIA BOOKS & MAGAZINES	\$0.00	\$0.00	\$0.00	\$0.00	\$565.04	(\$565.04)	0.00%
	Dept: MEDIA SERVICES - 040	\$67,023.00	\$7,970.00	\$7,970.00	\$59,053.00	\$96,657.58	(\$37,604.58)	-56.11%
01.304.043.2305.01.03	TEACHERS	\$98,433.00	\$16,234.92	\$16,234.92	\$82,198.08	\$54,036.76	\$28,161.32	28.61%
01.304.043.2330.04.09	ACCOMPANIST	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
01.304.043.2430.05.23	SUPPLIES MUSIC	\$2,400.00	\$1,114.65	\$1,114.65	\$1,285.35	\$0.00	\$1,285.35	53.56%
01.304.043.4230.04.29	MAINTENANCE OF EQUIPMENT MUSIC	\$0.00	\$59.99	\$59.99	(\$59.99)	\$0.00	(\$59.99)	0.00%
	Dept: MUSIC - 043	\$101,683.00	\$17,409.56	\$17,409.56	\$84,273.44	\$54,036.76	\$30,236.68	29.74%

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FY23-24 APPROVED	BUDGET - SCHOOL BASED			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask	Include pre enc	umbrance 🔲 Print	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date	Range
	☐ Exclude Inactive Accounts with zero	balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ice % Bud
01.304.049.2305.01.03	TEACHERS	\$85,217.00	\$12,915.64	\$12,915.64	\$72,301.36	\$71,636.06	\$665.30	0.78%
01.304.049.2430.05.23	SUPPLIES PHYS ED	\$2,400.00	\$1,160.78	\$1,160.78	\$1,239.22	\$0.00	\$1,239.22	51.63%
	Dept: PHYSICAL EDUCATION - 049	\$87,617.00	\$14,076.42	\$14,076.42	\$73,540.58	\$71,636.06	\$1,904.52	2.17%
01.304.052.2305.01.03	TEACHERS	\$93,094.00	\$14,287.52	\$14,287.52	\$78,806.48	\$79,281.39	(\$474.91)	-0.51%
01.304.052.2430.05.23	SUPPLIES SCIENCE	\$2,400.00	\$1,024.65	\$1,024.65	\$1,375.35	\$0.00	\$1,375.35	57.31%
	Dept: SCIENCE - 052	\$95,494.00	\$15,312.17	\$15,312.17	\$80,181.83	\$79,281.39	\$900.44	0.94%
01.304.055.2305.01.03	TEACHER - STEM	\$100,716.00	\$0.00	\$0.00	\$100,716.00	\$0.00	\$100,716.00	100.00%
01.304.055.2430.05.23	STEM SUPPLIES SCIENCE	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: SOCIAL STUDIES - 055	\$103,116.00	\$0.00	\$0.00	\$103,116.00	\$0.00	\$103,116.00	100.00%
01.304.076.3200.01.11	NURSE	\$69,826.00	\$10,742.48	\$10,742.48	\$59,083.52	\$59,083.52	\$0.00	0.00%
01.304.076.3200.05.23	SUPPLIES NURSE	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
01.304.076.4230.04.29	MAINTENANCE OF EQUPT OHS NURSI	\$0.00	\$123.13	\$123.13	(\$123.13)	\$0.00	(\$123.13)	0.00%
	Dept: HEALTH SERVICES - 076	\$72,226.00	\$10,865.61	\$10,865.61	\$61,360.39	\$59,083.52	\$2,276.87	3.15%
01.304.085.3520.06.36	EXTRACURRICULAR	\$2,400.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,771.00	(\$571.00)	-23.79%
	Dept: MISCELLANEOUS - 085	\$2,400.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,771.00	(\$571.00)	-23.79%
01.304.088.4110.03.10	CUSTODIAL SUPERVISOR	\$54,863.00	\$17,228.80	\$17,228.80	\$37,634.20	\$38,764.80	(\$1,130.60)	-2.06%
01.304.088.4110.04.10	CUSTODIAL CONTRACT SVCS	\$97,000.00	\$28,207.17	\$28,207.17	\$68,792.83	\$65,792.83	\$3,000.00	3.09%
01.304.088.4115.03.34	SUBSTITUTES, P/T, OVERTIME	\$0.00	\$3,685.68	\$3,685.68	(\$3,685.68)	\$444.18	(\$4,129.86)	0.00%
01.304.088.4220.04.26	LIGHTING	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Dept: OPERATION AND MAINTENANCE - 088	\$152,363.00	\$49,121.65	\$49,121.65	\$103,241.35	\$105,001.81	(\$1,760.46)	-1.16%
01.304.093.2356.06.37	TRAVEL AND CONFERENCES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.304.093.2430.05.23	SOFTWARE TECHNOLOGY	\$15,000.00	\$79.99	\$79.99	\$14,920.01	\$0.00	\$14,920.01	99.47%
01.304.093.2450.05.23	EDUCATIONAL EQUIPMENT OHS	\$0.00	\$0.00	\$0.00	\$0.00	\$115.50	(\$115.50)	0.00%
01.304.093.2451.05.23	EDUCATIONAL EQUIPT TECHNOLOGY	\$2,000.00	\$223.40	\$223.40	\$1,776.60	\$0.00	\$1,776.60	88.83%
01.304.093.4130.04.35	TELECOMMUNICATIONS	\$10,000.00	\$6,022.80	\$6,022.80	\$3,977.20	\$0.00	\$3,977.20	39.77%
01.304.093.4230.04.29	MAINTENANCE OF EQUIPT TECHNOL(Dept: COMPUTER PROGRAM - 093	\$3,500.00 \$31,000.00	\$0.00 \$6,326.19	\$0.00 \$6,326.19	\$3,500.00 \$24,673.81	\$0.00 \$115.50	\$3,500.00 \$24,558.31	100.00% 79.22%
	·							
01.304.103.2305.01.03	TEACHERS	\$265,420.00	\$56,243.04	\$56,243.04	\$209,176.96	\$310,336.96	(\$101,160.00)	-38.11%
01.304.103.2330.03.08	PARAPROFESSIONALS	\$225,614.00	\$28,653.80	\$28,653.80	\$196,960.20	\$186,336.55	\$10,623.65	4.71%
01.304.103.2356.01.03	PROFESSIONAL DEVELOPMENT SUPPLIES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.304.103.2430.05.23	EDUCATIONAL EQUIPMENT OHS	\$750.00 \$2,500.00	\$370.00	\$370.00	\$380.00	\$380.14	(\$0.14)	-0.02%
01.304.103.2450.05.24 01.304.103.3300.02.12	BUS MONITOR	\$5,500.00	\$0.00 \$2,686.59	\$0.00 \$2,686.59	\$2,500.00 \$2,813.41	\$0.00 \$1,391.57	\$2,500.00 \$1,421.84	100.00% 25.85%
01.304.103.3300.02.12	Dept: LEARNING SUPPORT CENTER - 103	\$500,284.00	\$87,953.43	\$87,953.43	\$412,330.57	\$498,445.22	(\$86,114.65)	-17.21%
04 204 449 2205 04 02	TEACHERS	¢02.704.00	¢14.000.50	\$14.000 F0	¢70.704.40	¢77.000.40	¢4 020 00	1.000/
01.304.118.2305.01.03	TEACHERS Dept: SPEECH - 118	\$93,791.00 \$93,791.00	\$14,069.52 \$14,069.52	\$14,069.52 \$14,069.52	\$79,721.48 \$79,721.48	\$77,882.48 \$77,882.48	\$1,839.00 \$1,839.00	1.96% 1.96%
01.304.121.2110.02.09	CLERICAL	\$18,013.00	\$2,237.00	\$2,237.00	\$15,776.00	\$12,503.50	\$3,272.50	18.17%
01.004.121.2110.02.03	Dept: SUPPORT SERVICES - 121	\$18,013.00	\$2,237.00	\$2,237.00	\$15,776.00	\$12,503.50	\$3,272.50	18.17%
01.304.127.2710.01.03	ADJUSTMENT COUNSELOR	\$104,712.00	\$22,708.28	\$22,708.28	\$82,003.72	\$124,895.61	(\$42,891.89)	-40.96%
01.304.127.2800.01.03	PSYCHOLOGIST PSYCHOLOGIST	\$45,843.00	\$0.00	\$0.00	\$45,843.00	\$0.00	\$45,843.00	100.00%
01.304.121.2000.01.00	10101020001	ψ-το,υ-το.υυ	ψ0.00	ψ0.00	ψ-3,0-3.00	ψ0.00	ψ-10,0-10.00	100.0076

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FY23-24 APPROVED	BUDGET - SCHOOL BASED			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024			umbrance 🔲 Print	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date R	ange
	Exclude Inactive Accounts with zero	balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance Encumbrance		Budget Balance % Bu	
	Dept: PSYCHOLOGICAL SERVICES - 127	\$150,555.00	\$22,708.28	\$22,708.28	\$127,846.72	\$124,895.61	\$2,951.11	1.96%
	Grand Total:	\$7,743,424.00	\$1,199,815.97	\$1,199,815.97	\$6,543,608.03	\$5,574,532.57	\$969,075.46	12.51%
		End of	Poport					

End of Report

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FY23-24 APPROVED B	BUDGET - BCAHS			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask] Include pre enc	umbrance 🔲 Print a	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date F	Range
	Exclude Inactive Accounts with ze	ro balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bud
01.307.079.3300.06.48	BRISTOL AGGIE TRANSPORTATION	\$44,100.00	\$0.00	\$0.00	\$44,100.00	\$49,059.00	(\$4,959.00)	-11.24%
01.307.097.9100.06.36	BRISTOL AGGIE TUITION	\$44,020.00	\$55,610.66	\$55,610.66	(\$11,590.66)	\$0.00	(\$11,590.66)	-26.33%
01.307.500.8200.06.39	LONG TERM DEBT SERVICE/SCHOOL	\$10,802.00	\$0.00	\$0.00	\$10,802.00	\$0.00	\$10,802.00	100.00%
	Grand Total:	\$98,922.00	\$55,610.66	\$55,610.66	\$43,311.34	\$49,059.00	(\$5,747.66)	-5.81%

End of Report

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Old Rochester Regional School District Massachusetts Superintendency Union #55

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

Food Service Director's Report: October 2023

Center School

Directors Update:

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages
 and second entrees at an extra cost.
- Meal participation continues to grow strong.
- The Food service department is gearing up to work with the ORR Junior High School once again to bring back the Tri-Town Senior Citizen Thanksgiving Dinner Event.

Students Receiving Free and Reduced Meals:

Free: $49 \rightarrow 21\%$ Reduced: $7 \rightarrow 3\%$

Student Meal Participation

	SY 2	:3			SY 24				
	Breakfast	%	Lunch	%	Breakfast	%	Lunch	%	
	Counts		Counts		Counts		Counts		
August	48	10%	171	37%	75	16%	146	32%	
September	1118	27%	2385	57%	1085	24%	2310	51%	
October	1216	29%	2579	61%					
November	942	27%	2172	61%					
December	837	24%	2105	61%					
January	902	23%	2393	60%					
February	639	21%	1924	62%					
March	1539	32%	2965	62%					
April	859	29%	1729	59%					
May	1530	33%	2774	59%					
June	722	33%	1204	56%					

Jill Henesey

Director of Food and Nutrition Services

Office: 508-758-2772 x1543 Mobile: 774-320-0801

Email: <u>jillhenesey@oldrochester.org</u>

https://www.facebook.com/ORRnutrition4kids



Food Service Director's Report: October 2023

Old Hammondtown School

Directors Update:

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Meal participation continues to grow strong.
- Fresh Fruit & Veggie Bar has been well received by students.
- The Food service department is gearing up to work with the ORR Junior High School once again to bring back the Tri-Town Senior Citizen Thanksgiving Dinner Event.

Students Receiving Free and Reduced Meals:

Free: $41 \rightarrow 21\%$ Reduced: $4 \rightarrow 2\%$

Student Meal Participation

	SY 2	:3			SY 24					
	Breakfast	%	Lunch	%	Breakfast	%	Lunch	%		
	Counts		Counts		Counts		Counts			
August	20	5%	181	48%	43	13%	166	49%		
September	567	15%	2095	57%	819	25%	2098	64%		
October	812	22%	2201	60%						
November	737	24%	1895	63%						
December	830	28%	1899	63%						
January	1016	30%	2137	62%						
February	742	28%	1693	63%						
March	1271	31%	2741	67%						
April	788	32%	1629	66%						
May	1282	32%	2639	67%						
June	568	31%	1034	57%						

Jill Henesey

Director of Food and Nutrition Services

Office: 508-758-2772 x1543 Mobile: 774-320-0801

Email: jillhenesey@oldrochester.org

https://www.facebook.com/ORRnutrition4kids

Facilities Director's Report: October 2023

Center Elementary School

- Completed repair on Office Roof Top Unit.
- Solicited quotes for playground repair and resurfacing.
- Installed new spreader on tractor.
- Conducted Capital Improvements walk-thru.
- Completed routine maintenance on all facility systems.

Old Hammondtown Elementary School

- Installed new spreader on tractor.
- Conducted Capital Improvements walk-thru.
- Replaced Basketball hoops in playground area.
- Striped playground basketball hoop area for elementary and standard.
- Installed new dryer in kitchen.
- Repaired hot water heater.
- Completed 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

Principal's Report Center School Mattapoisett School Committee Meeting – October 26, 2023

- Student results for the 2023 MCAS Assessment were mailed to parents/guardians on Tuesday, October 17, 2023. School administrators and faculty will analyze MCAS results to inform instructional planning.
- MCAS scores are used in addition to DIBELS (Dynamic Indicators of Basic Early Literacy Skills), Aimsweb (Math Benchmark), and other assessments to inform classroom instruction, and plan targeted interventions to support students in meeting grade-level curriculum standards in English Language Arts and Mathematics.
- We thank families for participating in parent/guardian conferences on October 19th and 20th. Teachers presented valuable information regarding each student's academic progress and social-emotional development. We look forward to continued strong home-to-school partnerships throughout the school year.
- Thank you to our PTA for organizing another successful book fair and family night this past week! Students visited the book fair during library classes and could purchase books from their wish lists.
- Thank you to the Mattapoisett Fire Department for visiting Center School during October, fire prevention month. Students in Project Grow and Kindergarten were very excited as they climbed on the fire truck and saw the equipment firefighters use to keep us safe! The yellow fire hats they received were also a big hit!









Upcoming events:

November 2 - PTA Meeting 7-8 pm

November 7 - Full Day Professional Development Day - No School for Students

November 10 - Veterans Day Observed - No School

November 15 - Lifetouch Picture Retakes

November 22 - Early Release at 12:30 pm

November 23 and 24 - Thanksgiving - No School

Principal's Report Old Hammondtown School School Committee Meeting – October 26, 2023

October has flown by and it's hard to imagine that November is only a few days away. There are lots of great things happening at OHS and I am proud to share some of them with you. Our fall conferences took place on Thursday, October 19, and Friday, October 20th. The concert and jazz bands are hard at work preparing for our winter concert, and the OHS Math Olympiad team has met and is preparing for their first competition.



Our fifth-grade students were treated to a special field trip and traveled to Boston on Tuesday, October 17th. Classes went back in time to rebellious 1773 Boston where they met Samuel Adams in the old Meeting House. They then boarded the HMS Eleanor and started their journey to learn about the "single most important event leading up to the American Revolution" – the Boston Tea Party. Students then toured the ship and dumped tea into Boston Harbor. It was a great experience and I was so fortunate to join in on the excitement.

A big thank you goes out to our fifth-grade teachers for planning and coordinating this tremendous opportunity. I know it will be one that they remember.

I would like to once again thank the Mattapoisett PTA for their financial support. This trip would not have been possible without their commitment to providing our students with enriching activities that make learning come alive.













OpenSciEd is up and running in fifth-grade.. Science interventionist Ben Squire works with Mrs. Barrows class looking at plants and the environment.

OHS Students participated in the first Project 351 district meeting on Tuesday, Oct. 17th. Twenty-one students from grades 4-6 joined last year's 6th-grade influencers to learn more about the program.

The Playbook Initiative is a partnership between Project 351 and the Boston Celtics that aims to empower students to build more inclusive communities by facilitating meaningful dialogue.

The Playbook Initiative seeks to build a sense of belonging through the elimination of bias by bringing together groups of students to engage in workshops related to race/ethnicity, gender, religion/culture, disability, and orientation. These workshops aim to empower young people to build more inclusive communities in which everyone feels welcomed and celebrated.



The Franklin (Bronc) Caswell memorial plague was installed and is a nice addition to Caswell Circle. Bronc served proudly as Old Hammondtown's first custodian from 1966 when the school first opened until 1994.





Breakfast continues to be a big hit with over 40 plus students participating each day.

Dates to Remember:

FUTURE DATES:

NOVEMBER

11/6 Project 351

11/7 No School

11/10 No School

11/16 Picture Retakes

11/22 Early Release

11/23-11/26 Thanksgiving Break

DECEMBER

12/8 Report Cards

12/13 Christmas Concert

12/22 Early Release

MATTAPOISETT PUBLIC SCHOOLS Mattapoisett, Massachusetts

TO: Town Clerk, Town of Mattapoisett, Massachusetts

DATE: October 24, 2023

SUBJECT: Meeting Notice

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

Thursday, October 26, 2023 @ 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 Cafeteria at Center School located at, 16 Barstow Street, Mattapoisett, MA 02739 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

MATTAPOISETT SCHOOL COMMITTEE MEETING

Mattapoisett, Massachusetts REGULAR MEETING Thursday, October 26, 2023 ZOOM LINK:

Join Zoom Meeting

https://oldrochester-org.zoom.us/j/96815845547?pwd=MlJtRVFXOVIPTWVHaUlLcEg3U211QT09

Meeting ID: 968 1584 5547 Passcode: 146869

This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in in the Cafeteria at Center School located at, 16 Barstow Street, Mattapoisett, MA 02739 or via zoom. Public is able to attend in person or via zoom.

6:30 P.M. MEETING TO ORDER

RECOGNITION PRESENTATION

- I. Approval of Minutes
 - A. Minutes
 - 1. Regular Meeting Minutes September 21, 2023
 - 2. Executive Session Minutes
 - Budget Subcommittee Minutes
- II. Consent Agenda
- III. Agenda Items Pending
- IV. General
 - A. MCAS Presentation
 - B. 2024-2025 Draft School Calendar
- V. New Business
 - A. Curriculum
 - **B.** Business/Finance & Operations
 - 1. Financial Report
 - 2. Food Services Report
 - 3. Facilities Report
 - 4. Budget Transfers
 - C. Personnel
- VI. Special Topic Report

CHAIRPERSON'S REPORT

CENTRAL OFFICE ADMINISTRATORS REPORT

PRINCIPAL'S REPORT

- VII. Unfinished Business
- VIII. School Committee
 - A. Committee Reports
 - 1. ORR District School Committee
 - 2. SMEC
 - 3. READS
 - 4. Early Childhood Council
 - 5. MASC
 - 6. Mattapoisett Capital Planning
 - 7. Tri-Town Education Foundation
 - 8. Policy Subcommittee
 - 9. Budget Subcommittee
 - 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
 - XII. Executive Session

ADJOURNMENT