

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

**September 14, 2023
REGULAR MEETING MINUTES
16 Spring Street, Marion, MA 02738**

Regular meeting of the Marion School Committee was held on Thursday, September 14, 2023 and called to order by Chairperson Nye, at 6:32pm.

SCHOOL COMMITTEE MEMBERS PRESENT: April Nye, Chairperson, Mary Beauregard (arrived at 6:39pm), Nichole Nye McGaffey, Michelle Smith and Nichole Daniel (all in-person).

SCHOOL COMMITTEE MEMBERS ABSENT: None

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools; Sharlene Fedorowicz, Assistant Superintendent of Teaching & Learning; Howard Barber, Assistant Superintendent of Finance & Operations; Kristine Lincoln, Interim Director of Student Services; Marla Brown, Principal; Peter Crisafulli, Assistant Principal; Melissa Wilcox, Recording Secretary (all in-person); staff, parents, members of the press and public.

Meeting was called to order at 6:31pm.

Chairperson Nye, 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. Chairperson Nye read the following statement: *This meeting will be conducted in a hybrid format. School Committee, Administrators and the public will have the option of meeting in person at the Community Room of the Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom.*

Recognition Presentation

The school committee and administration welcomed and recognized the following new staff:

Kristine Lincoln, Interim Director of Student Services

Teah Keogh, ELL Specialist

Makayla Bumpus, Instructional Assistant

Nadeen Mardo, Instructional Assistant

Cassandra Craig, Instructional Assistant

Officer Jonathan Tracy, Marion Police Department – School Resource Officer

I. Approval of Minutes:

A. Minutes

Regular Meeting Minutes – June 13, 2023

MOTION: by Ms. Smith to accept the meeting minutes of June 13, 2023 as presented

SECONDED: Ms. Daniel

MOTION PASSED 5:0

Regular Meeting Minutes – July 26, 2023

MOTION: by Ms. Nye McGaffey to accept the meeting minutes of July 26, 2023 as presented

SECONDED: Ms. Beauregard

MOTION PASSED 3:2 (Ms. Smith and Ms. Daniel abstain)

IV. General

A. Opening Day

Recommendation:

That the School Committee hear an update from administration.

Superintendent Nelson made the following statement:

On opening day, 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 - 8:20am. 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. As you recall, you heard about some of the milestones ORR staff members hit earlier this evening. 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.

B. Approval of Student Handbook

Recommendation:

That the School Committee review the 2023-2024 Student Handbook.

Superintendent Nelson made the following statement:

Principal Brown will present the 23-24 student handbook to the school committee this evening for approval.

Principal Brown presented the updates to the student handbook for 2023-2024. Please see Appendix A.

MOTION: by Ms. Smith to accept the 2023-2024 student handbook with the revisions as presented.

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

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 made the following statement:

Tonight it is recommended that the Marion 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.

MOTION: by Ms. Daniel

SECONDED: Ms. Nye McGaffey

MOTION PASSED 5:0

D. Approval of Donation(s)

Recommendation:

That the School Committee review the following donation(s) Superintendent Nelson made the following statement:

One large red book cart (double-sided) and cart cover to the Sippican Library from community member Bernadette Kelly.

MOTION: by Ms. Nye McGaffey to accept the large red book cart as presented

SECONDED: Ms. Daniel

MOTION PASSED 5:0

The next, a donation of \$765 to the Sippican School Music Account from VASE - the 22-23 sixth grade parent group.

MOTION: by Ms. Smith to approve the donation of \$765 from VASE as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

V. New Business

C. Business

1. Financial Report

Mr. Barber reported that the Marion School District has closed its Fiscal Year June 30, 2023 year-end with remaining funds in the amount of \$16,617.07 in the Bristol County Agricultural High School fund and the general funds remaining were \$13,844.54.

2. Food Service Report: Mr. Barber reported on the following from Food Service Director Jill Henesey:

- 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.
- Successfully passed our 1st annual Board of Health Inspection.
- We look forward to a great new school year ahead and feeding all of our children!
- Fun Fact: SY 22-23 Sippican served 12,133 breakfast meals and 37,730 lunch meals for the year!

3. Facilities Report: Mr. Barber reported on the following from Facilities Director Eugene Jones:

- All firefighting systems have been inspected/tested including the ANSUL (kitchen fire suppression system), fire sprinkler, kitchen hoods and stationary fire extinguishers.
- Conducted annual air quality testing of facility.
- The boilers have been cleaned, serviced and inspected.
- Town finished excavating new rear playground site.
- Ordered EWF in support of the Sippican Garden Project.
- Conducted routine maintenance on all facility systems.

VI. CHAIRPERSON'S REPORT:

Ms. Nye made the following statement:

As I sat to prepare my first chair report for this new school year, I could not help but think of a painter's blank canvas and all the magnificent potential that it holds. Our younger learners here at Sippican Elementary are the artists to their blank canvases. They have a wonderful year planned ahead of learning new subjects, reading new books. Being exposed to new ideas and new cultures and expanding their own knowledge base. They will take new classes, learn new mathematical terms, as well as new science theories. They will be introduced to new music and new literature, new art programs and new creations, as well as new Phys Ed classes. They will deepen old friendships, as well as make new ones and have new classroom experiences together. They will have opportunities for new After Class Enrichment programs offered by VASE, as well as participate in All School Meetings and various performances and new programs through this upcoming school year. I know I personally look forward to watching them begin to work on this year's blank canvas and cannot wait to see the magnificent work that will be created throughout the school year! No matter which artistic direction each of our Sippican learners decides to take their canvas, it will be spectacular to say the least! Their shared academic experiences will help foster and create their own educational masterpieces that will last for years to come. I want to thank in advance the teachers, the paras and specialists, the administration and all of the parents, as well as countless volunteers and the school community for supporting all of our Sippican artists this year and for helping, them to further create their own educational showpiece! Without all of you, none of this would be possible. In closing, I leave you with a quote from the famous happy painter Bob Ross.... "Anytime you learn, you gain." Have a great year everyone and please know that the members of your school committee cannot wait to watch all of the masterpieces that will be created this year and we look forward to being part of that process as well! Thank you so much.

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Superintendent Nelson reported the following:

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 later this month. 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 gave the following updates:

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 Ecosystems and Matter Cycling and Matter Properties. One of our teachers, Ms. White, attended the summer training which was covered by the grant so she could start the first unit this fall. A special thank you to her 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. This year in grade 6, we are continuing with the units of light and sound. Teachers will be attending professional development this fall for these two new units.

Opening Day:

I was at Marion to kick off the first day of school. What an amazing group of educators and students! The rooms looked fantastic- clean and inviting. Smiles and greetings all around. Students getting to their classrooms and ready to meet their teachers. Mrs. Brown, Mr. Crisafoli, teachers, support staff and custodians succeeded in a well-organized and planned first day!

New Teacher Induction:

New Teacher Induction was held last Thursday and we had a terrific turnout. New teachers received an overview of Teaching and Learning, Technology, and Student Support services before heading to their buildings. There were a lot of smiles and engaging conversations before making their way to their classrooms to set up. Mentors were there to support the new teachers along with principals and administrators. Thank you to the new teachers for a great day and a special thank you to the mentors, principals and administrators 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. The new literacy materials arrived before the summer, inventoried and distributed over summer. Teachers arrived to school with brand new aligned curriculum in their classrooms!

In terms of supports and training, initial voluntary virtual training was available before summer on June 27th where we had close to 50 teachers between all 3 districts attend. For those that were not available to attend, we offered four different sessions on our first full PD day this past Tuesday. The sessions were Getting Started grades K-2, and Getting Started for grades 3-6. We also had a part II training for those that were able to attend over the summer that were also broken out by a K-2 session and 3-6 on Planning, Prioritizing, and Pacing. We are continuing to partner with the HILL and IntoReading to provide supports all year long for teachers which will include implementation supports of IntoReading, modeling and coaching, data analysis and teacher leadership meetings. Educators will also receive professional development this year on the Science of Reading. This is a very well-rounded and thorough roll-out for a new literacy curriculum.

We also had DIBELS training on our PD day for all literacy teachers. This new DESE approved literacy assessment will be administered K-6. We have a consistent assessment schedule along with dyslexia screening. We will be working with the HILL throughout the year to conduct data analysis and support small group instruction. Our new Director of Student Services will be collaborating with us throughout the year.

In walking around this week, the teachers seemed really excited about the new literacy program. I want to thank Mrs. Brown, Mr. Crisafoli, 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.

Ms. Lincoln gave the following report:

I would like to thank Mr. West and Mr. 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 courses addressed topics of science, mathematics, reading and writing. Activities supports 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 over 6 weeks this summer.

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 REPORT

Ms. Brown, Principal of Sippican School reported the following:

Building and Grounds: I would like to publicly thank the Town of Marion and our own Gene Jones and Cody Leonardo and their teams for their hard work preparing for the beginning of the school year. Our school community is blessed to have a community that cares so much about our learning spaces.

Opening Day: The beginning of the school year kicked off with our own Niah Gonzalez (Project 351 influencer) introducing the guest speaker, Steve Gross who spoke to the district about the power of optimism. We will be focusing on his message throughout the school year.

Professional Development: Our first PD day focused on rolling out our new literacy program. Teachers gathered to wrap their heads around the new resources and assessments. Science teachers worked with Open Sci Ed materials. Other departments had a chance to begin reviewing and updating curriculum units.

Project 351: Students that took part in the Project 351 program last year started the year off right! They met at the High School to kick off the year with a pizza party, discussion with ORR Alum Noah Fernandes, and time to make posters to welcome back staff. The Sippican crew is just awesome. Stay tuned for more on their impact here at Sippican!

Open House: Our open house was attended by MOST Sippican families. Teachers welcomed families and students enjoyed connecting with friends and classmates. We appreciated Vase's welcome and support.

SRO (Officer Tracy): We are excited to welcome Office Tracy to Sippican School! He is already becoming a member of the team. He welcomed students with us on Open House night, he met with Mr. C and each grade level to be introduced to the students and to learn about expected behaviors. He has also been connecting with students at lunch, recess and reading to classes.

Playground Update: The ground is being prepared for the extension of the back playground. We look forward to the installation of the new equipment in the coming weeks.

Sippican Garden: Our collaboration with the Marion Institute is underway! The team has been working hard to clean out the garden and to build the raised beds. We will begin planning the instructional piece for our third graders in the coming weeks.

VIII. School Committee

A. Committee Reports

1. Budget Subcommittee – No report.
2. Building Committee – No report.
3. ORR District School Committee- Ms. Smith reported they met last week and discussed new staff, opening day updates, approved a donation and the pilot grant for a magnetic pouch for student cell phones. They also discussed preliminary conversations with Superintendent Nelson and Acushnet Public Schools for tuition-based high school students.
4. SMEC – Ms. Smith reported they meet September 27th.
5. Early Childhood Council- Ms. Daniel reported meet in October.
6. READS – Mr. Nelson reported they met earlier today the READS quarterly report will be shared at the next Marion School Committee meeting.
7. Tri-Town Education Foundation – no report.
8. Policy Subcommittee – no report.

9. School Council – Principal Brown reported they have not met yet but are in the process of elections for two open seats.

10. Equity Subcommittee- no report.

IX. Future Business

A. Timeline

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

<u>Marion School Committee</u>	<u>Joint School Committee</u>
October 19, 2023 @ 6:30pm	September 28, 2023 @ 6:30 pm

X. OPEN COMMENTS

Chairperson Nye stated:

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 side wall and those on 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. The school committee reserve the right to address any comment that present incorrect information at our next meeting.

There were no public comments.

Executive Session

MOTION: by Ms. Daniel to enter into executive session at 7:07pm for the purposes of exception #3, to discuss strategy with respect to collective bargaining and #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements and to return to the regular meeting after exiting executive session only to adjourn.

SECONDED: Ms. Smith

MOTION PASSED 5:0

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

MOTION: by Ms. Smith to exit executive session at 7:27pm and return to the regular meeting only to adjourn

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

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

ADJOURNMENT

MOTION: by Ms. Daniel to adjourn at 7:28 p.m.

SECONDED: Ms. Smith

Motion Passed 5:0

Respectfully Submitted,

Melissa Wilcox

Sippican School

2023-2024

Student Handbook

Revised 09/8/23



Our Mission:

The Sippican School community will be responsible, respectful and kind to ensure a nurturing learning environment.

Our School Rules:

Be Respectful
Be Responsible
Be Kind

Sippican Elementary School

16 Spring Street

Marion, MA 02738

(508) 748-0100

(508) 748-1953 FAX

sippican@oldrochester.org

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Sippican School is a member of Massachusetts Superintendency Union #55

Administration

Superintendent:

Mr. Michael S. Nelson, M. Ed.

Assistant Superintendent of Teaching and Learning:

Dr. Sharlene Fedorowicz

Assistant Superintendent of Finance and Operations:

Mr. Howard Barber CPA, SFO, MCPPO

Interim Director of Student Services:

Ms. Kristine Lincoln, M.Ed.

Marion School Committee

- Chairperson: April Nye • Vice Chairperson: Nichole Daniel
- Mary Beauregard • Nichole Nye McGaffey • Michelle Smith

The **Marion School Committee** meets regularly ~~monthly on scheduled Wednesdays~~ throughout the school year. These meetings may be in person or remote. The purpose of the Marion School Committee is to: set strategic direction for the school system; develop, oversee, and evaluate educational policy; act as the legal agent for the Commonwealth, and represent the Marion community.

Sippican School Council

The Sippican School Council was established pursuant to the Massachusetts Education Reform Act of 1993. In coordination with the principal of the school, the Council assists in the identification of educational needs of the students and in the review of the annual school budget. In addition, the Council has an ongoing responsibility to assess the needs of the school with respect to its educational goals and standards and to formulate and review annually a school improvement plan to advance these goals, to address identified needs, and to improve student performance.

The Sippican School Council meets the third Tuesday of each month, from 3:15- 4:15 p.m. Meetings will be held in person or remotely over Zoom. All are welcome to attend. Please check the posting at Town Hall or the school calendar on our website for meeting agendas each month.

Welcome to the 2023-2024 school year at Sippican School

Dear Sippican School Families,

Welcome back to all in the Sippican School Community! We look forward to a successful year of teaching and learning.

We are thankful to families for entrusting your children to us. Sippican School will continue to be a place where students thrive under the guidance of a professional and nurturing staff.

The District continues to follow through on its strategic plan. Each child will be immersed in 21st century skills. They will be collaborating and thinking with peers as well as being immersed in developing skills related to project based learning . We are here to support families and answer any questions you may have. We look forward to working together to make this a happy, safe, and successful year.

Best,

Ms. Marla **Brown** Sireis, Principal

Mr. Peter Crisafulli, Assistant Principal

Important Telephone Numbers

Sippican School (508)748-0100
Central Office/Superintendent's Office (508)758-2772
ORR Junior High School (508)758-4928
ORR High School (508)758-3745
Early Childhood Coordinator/Project GROW (508)748-1863

In order to ensure the safety of our students, all doors at the school are locked during school hours.

All visitors to the school must report to the main office, entering through the Spring Street entrance, unless otherwise instructed for specific events. Sippican School is a smoke-free learning environment. Smoking is prohibited in the building, on the school buses, and anywhere on school grounds.

Sippican School Staff

2022-2023 Administrative Staff

- Marla Brown Sirois-- Principal • Peter Crisafulli - Assistant Principal
- Principal's Secretary -Kristin Rego • Special Education Secretary-Lisa Daniels
- Meagan Morais, RN-School Nurse

Classroom Teachers

Project Grow: Sarah Goerges

Kindergarten: Lisa Horan, Melissa Rogers

Grade One: Molly Cruise, Marti Medeiros, Jean Roseman

Grade Two: Julie Bangs, Emily Bourgeois, Ashley Sweatland

Grade Three: MaryJayne Couet, Tracy Feeney, Kimberly Souza

Grade Four: Leanne Dineen, Amanda LeMarier, Susan Swoish

Grade Five: Cathleen Furtado, Elizabeth Milde, Heather White

Grade Six: Nicole Boussy, Erin Furfey, Bill Roseman

Specialists:

- Jessica Barrett – Library Media Specialist • James Oliveira - Physical Education • Emmalee Sanders -Physical Education • Katie Pike - Art • Hannah Moore - Instrumental Music • Patricia Richard - General Music • Chelsey Lawrence-Enrichment

Student Support Staff

- Mackenzie Emmons - Behavior Specialist • Maggie Francisco - School Psychologist • Tracy Anthony-Special Education • Denise Bouvette - Special Education •Emilee Cote - Special Education • Jaryd Gioiosa - Special Education •Taylor Nelson - Special Education• Debra Smith - Special Education • Stacey Riquinha - Reading Specialist • Sarah Jacques - Speech & Language • Amy Wiggin – SPED/Reading • Doreen Lopes – Early Childhood Coordinator • Michelle Ennis - School Social Worker

School Assistants / Special Needs Assistants: • Taylor Mitchell • Heidi Kilpatrick • Jenna Sylvia • Pamela Waugh-Wagoner • Lynne Frade • Jennifer Nye-Denham • Tammy Szteliga • Donna Dunn • Meghan Allen • Makayla Bumpus • Sydney Swoish • Cassandra Craig

Title I: • Lynn-Ann Dixon • Nadeen Mardo

Cafeteria Staff: • Paula White • Julie Best • Noreen Mackie

Supervisor of Building Maintenance: • Cody Leonardo

School Resource Officer

The goal of the partnership between Sippican School and the Marion Police Department is to support and foster the safe, healthy development of all students. Through the use of law enforcement resources and with the mutual understanding that school participation is indispensable, we can achieve positive outcomes for students and the larger school community.

The specific goals (related to students) of the partnership are to:

- Foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, and socioeconomic status.
- Promote a strong partnership and lines of communication between school and police personnel.
- Encourage relationship building by the SRO such that students and community members see the SRO as a facilitator of needed support as well as a source of protection.
- Offer presentations and programming to the school focusing on criminal justice issues, community and relationship building, and prevention, health, and safety topics.

Any question, concern, or complaint that a member of the school community may have with respect to the SRO or the SRO Program, should be handled in the following manner:

- Members of the school community may contact the building principal for support;
- Questions, concerns, or complaints should be provided, in writing (in their preferred language), to the building principal.
- The building principal may collaborate with the Superintendent of Schools and Police Chief as needed regarding any questions, concerns, or complaints.

General School Information

SCHOOL HOURS: 8:40 AM - 3:00 PM

Sippican 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. Eight buses transport our students. 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 (774) 507-6082 Phone: (508) 324-0551. Press 1 (for Amaral Bus Co). Then press 2 (for Tri-Town District).

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

Arrival

Upon entering the building, students will proceed directly to their classrooms. Students are also encouraged to get breakfast in the cafeteria before proceeding to class.

Departure

Students will be dismissed following the afternoon announcements. Walkers will leave the building through the Spring Street entrance. Bussers will access the buses through the Bus Loop doors.

Student Emergency Information or Status: Parent Notification to Sippican School

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.

Please update your child's PowerSchool information as soon as possible. ~~return the Student Information Update Form, included in your opening day packet, to your child's homeroom teacher, or the school office.~~ This information serves as an annual 'affidavit', attesting to a student's residency in our community.

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 **508-748-0100** before 9:00 am 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 or more continuous absences for medical reasons must be substantiated by a physician’s note).
- Weather so inclement as to endanger the health of a 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.

Some excess absenteeism occurs 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 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 no profit 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 Sippican 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 has come to the office to sign the child out. 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

A note or alternative transportation forms 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 beforehand for a bus switch. This restriction is in place for each child's safety.

Riding Bicycles 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.** Bikes should not be ridden on sidewalks just outside school where children and adults are walking. Students not following safety rules may have their riding privileges revoked.

Food Service

School Breakfast & Lunch

The State 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.

Extra full student breakfast and lunches are available for \$2.75 for each breakfast meal and \$3.50 for each lunch per day. Milk costs \$.65. A la Carte menu choices are available at a variety of prices. *Free and Reduced Lunch Assistance* forms are sent home at the start of the school year, but applications are available at the school office and accepted throughout the year. Review them carefully and refer to these forms that are part of the opening packet to see if they pertain to you.

Lunch Procedure

Brief description:

- Lunch in the building cafeteria
- Students will come to the cafeteria, meal choices (hot or cold) are placed on the counter, the student takes their meal package and proceeds to the cashier.
- Students enter their lunch code.
- Children eat their meals at tables or a desk safely spaced.
- Lunch monitors clean and sanitize desks after children leave and prior to the next group entering.

Lunch Menus

Lunch menus will be posted on the District Food and Nutrition Website.

Free and Reduced Lunch Applications:

Families should still complete a Free and Reduced Lunch Application if you might be eligible for free/reduced meals. Each application can be downloaded and emailed to the Food and Nutrition Director or by applying online. The application for Free and Reduced Lunch can be found on the District website under Food and Nutrition Services.

Even though lunches are free, we still need to maintain our K12PaymentCenter accounts in good standing with a debit balance. If students want an extra milk or snack, there will be a charge for those items and the student's K12PaymentCenter account will be used.

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.

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 station. 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 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.

Dress and Appearance

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 discouraged. We strongly recommend sneakers for all students.

Student Valuables

It is strongly recommended that students do not bring large sums of money, cell phones, hand-held video games, toys or stuffed animals to school.

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 RMS 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. 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/her 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 initial.

Photographs of School Activities for Local Papers

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 Principal before September 10th, 2024.** 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/Parent Concerns

1. Being actively involved in your child's school is one way to alleviate concerns about his or her education. The parent volunteer group at Sippican (VASE) meets for an hour once a month either on Zoom or in person at the school.
2. Parent volunteers are needed to be a part of our School Council. In June of 1993, the Massachusetts State Legislature passed and Governor Weld signed into law The Education Reform Act of 1993 . Section 53 of Chapter 71 of the Education Reform Act of 1993 calls for the establishment of a School Council at each elementary, secondary, and vocational school in the Commonwealth. The school council provision of the act is intended to enhance parent and community participation in the school. The PTA, by law, is responsible for conducting the election of all parent representatives to the School Council. The nomination and election process is conducted each September. The School Council meets monthly with the principal of the school and assists in the writing and implementation of the School Improvement Plan and the review of the annual school budget. 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.
3. The Sippican School Committee sets its meeting schedule at the start of the school year, and ~~but these meetings are typically on the second Wednesday of each month in the evening (6:30pm).~~ **Meetings are held in person and** over Zoom at the Sippican School and are televised.

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 principal, Ms. Marla **Brown is** available to all parents. Please call the school office or contact the principal directly via email: marlabrown@oldrochester.org. All teachers are accessible via the school's e-mail carrier as well. Go to our school website to access a list of those emails.

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 Marion EMS will be called for transport to the hospital.

Health Information

Make sure your child is up to date on their physical and immunizations. Talk to your health care provider and school nurse about health concerns you have for your child.

Submit emergency health information forms with correct contact information as soon as the school year begins. If your child exhibits any of the symptoms listed above during the school day they will need to be picked up from school promptly.

The Sippican School reserves the right to establish such health requirements, in a manner consistent with state and federal law, and which remain in place until rescinded by the School Committee and/or the Superintendent.

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

Sippican School offers a stimulating learning environment; there is a blend of the basics such as reading, language arts, mathematics, higher order skills such as decision-making and processing, blended with a rich offering of music, art and physical education.

The academic program at Sippican School is enriched by a variety of programs offered at varying grade levels. These include:

- ❖ Title I
- ❖ Social Work/Counseling Services
- ❖ Availability of the School Psychologist
- ❖ Reading Recovery and Reading Specialist Support
- ❖ Enrichment Specialist
- ❖ Choral and instrumental music programs
- ❖ Science Fair
- ❖ Garden Club

Since we are all different with varying needs, Sippican School provides 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 Sippican. 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.

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 2021-2022 school year will take place at the following times:

Grades 3–8 ELA and Mathematics, and grades 5 and 8 STE (computer-based tests)
ELA test sessions March/April
Mathematics test sessions April/May
STE test sessions May

It is critical 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.

Sippican School operates on a three-term grading cycle.

Marking Periods	Report Cards go home
Term 1: Marks Close 11/29/23	12/8/23
Term 2: Marks Close 3/6/24	3/15/24
Term 3: Marks Close 6/6/24	6/10/24 (Day 180)

Regular communication between school and home is important if we are to be successful. Conferences between parents and teachers are scheduled once 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.

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

Sippican offers various ways for students to enrich their academic learning. Here are some examples:

- Science Fair
- Band opportunities for grades 4-6 including the *FORM* concert which showcases all bands in the district.
- Choral opportunities for grades 4-6 including the *FORM* concert which showcases all choruses in the district.
- After School Activities: These are a collaboration between VASE and teachers. Brochures are sent home with students before the sessions begin

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.

Internet Use Policy

An Internet user agreement is given to students at the beginning of their elementary experience. Students and parents sign and return the agreement and it is kept on file.

General Statement and School Rules

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

Students are expected to follow the school-wide rules that follow. These rules apply at all times, in all areas of the school.

- **Be Respectful**
- **Be Responsible**
- **Be Kind**

The following matrix outlines Sippican School rules.

Sippican School Wide Behavior Expectations

School-Wide Rules/Expectations	Typical Settings/ Contexts						
	All settings	Assemblies	Restroom	Cafeteria	Recess	Hallway	Bus
Be Respectful	*Calm and quiet bodies	*Calm and quiet bodies *Polite clapping *Still feet	*Quiet voices	*Wait quietly in line *Stay in your seat	*Take turns	*Walk single file on the right *Voices off in line	*Quiet voices *Calm and quiet bodies
Be Responsible	*Take care of materials *Do your best *Follow Directions and stay on task	*Raise a quiet hand *Listen with your whole body *Eyes on the speaker	*Think 2 2 Pumps 2 Pulls 2 points	*Use quiet voices *Raise your hand *Take only what you will eat *Eat your own food	*Use equipment safely *Keep your hands and body to yourself *Line up safely and silently when the whistle blows	*Go directly where you need to go *Have what you need *Eyes forward	*Sit facing forward in your seat *Keep things in your backpack *Walk to your bus *Keep aisles clear
Be Kind	*Treat others with respect	*Hands to yourself	*Gentle knock on stall door *One student per stall	*Help a friend in need *Say please/thank you *Hands and body to yourself	*Share *Include everyone *Use kind words	*Hands and body to yourself	*Kind words *Hands and body to yourself

Most of the expectations stated in this handbook are district-wide policies. Within Sippican School, an office referral form is available for teachers to fill out when a student needs to go to the office for disciplinary reasons. This form allows teachers to communicate the particular offense. Students who are referred to the office for serious offenses will meet with the principal, assistant principal. Consequences vary depending on the offense.

Classroom teachers implement the Responsive Classroom curriculum to proactively teach and reinforce courtesy, assertion, responsibility, empathy, and self-control (CARES).

Party Invitations

In keeping with Sippican's kindness philosophy, and not wanting any child to feel hurt or excluded, we remind parents 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 unless ALL students in the class are being invited.

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 who have ongoing concerns about a student's behavior have several sources of support including the School Adjustment counselor and Administration.

Responsive Classroom

Sippican School utilizes the Responsive Classroom approach in supporting our students in the learning process. All Sippican teachers participate 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 Regional School District, including Sippican School, 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; and

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; and

WHEREAS, every district will commit to recruiting and retaining a diverse and culturally responsive teaching workforce; and

WHEREAS, every district will examine their policies for institutional and systemic racialized practices and implement change with sustainable policies that are evidence based; and

WHEREAS, every district will incorporate into their curriculum the history of racial oppression and works by diverse authors and works from diverse perspectives; and

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 Marion, Mattapoisett, Old Rochester Regional and Rochester School Districts and all the school districts in the Commonwealth must guarantee that racist practices are eradicated, and diversity, equity and inclusion is embedded and 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 public 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 Old Rochester Regional School District and Massachusetts Superintendency Union #55 does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, actual or perceived shared ancestry, ethnic background, national origin, or any other category protected by state or federal law in administration of its educational and employment policies, or 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

- Marla Brown, Principal (508) 748-0100 marlabrown@oldrochester.org
- Peter Crisafulli, Assistant Principal petercrisafulli@oldrochester.org
- Michelle Ennis, School Adjustment Counselor michelleennis@oldrochester.org
- Maggie Francisco, School Psychologist maggiefrancisco@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 – **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. 19

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 Sippican 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 student 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 student and/or 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 s/he has 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 Assistant 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/Assistant 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 accurate and 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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<p>Offenses:</p> <p>On school premises or at school-sponsored events or activities:</p> <ul style="list-style-type: none"> • Possession of a dangerous weapon • Possession of a controlled substance • Assault on a member of the educational staff 	<p>Offenses:</p> <ol style="list-style-type: none"> 1. A felony charge or felony delinquency complaint against a student. 2. Conviction, adjudication, or admission of guilt with respect to such felony. 	<p>Offenses:</p> <p>Any offense that is not addressed in 37H or 37H ½.</p>
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<p>Consequence:</p> <ul style="list-style-type: none"> • Exclusion for amount of time up to expulsion; • Principal may suspend and not expel as he or she deems appropriate <p>Due Process:</p> <ul style="list-style-type: none"> • Constitutional due process; • Prior notice to student of charge and written notice of right to hearing; <ul style="list-style-type: none"> • Right to representation at hearing; and to present evidence and witnesses at hearing. 	<p>Consequence:</p> <ol style="list-style-type: none"> 1. Felony charge or felony delinquency complaint: suspension for a period of time deemed appropriate by principal <i>if</i> 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) <i>if</i> the principal determines that the student's continued presence would have a substantial detriment on the general welfare of the school. <p>Due Process (for either suspension or expulsion):</p> <ul style="list-style-type: none"> • 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 superintendent; • Suspension remains in effect pending appeal to the superintendent. 	<p>Consequence:</p> <ul style="list-style-type: none"> • 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. <p>Due Process:</p> <ul style="list-style-type: none"> • 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 emergency removal process and 603 CMR 53:10 for in-school suspension process • Explicit requirement to translate notice of the
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		<p>charges and the reasons in primary language of the home if other than English, or other means of communication where appropriate.</p> <ul style="list-style-type: none"> • 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.
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<p>Appeal from Principal's Decision:</p>	<p>Appeal from Principal's Decision to Suspend or to Expel:</p>	<p>Appeal from Principal's Decision:</p> <ul style="list-style-type: none"> • Timeline for requesting appeal: written request
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<ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • Timeline for requesting appeal: no later than 5 calendar days following the effective date of the suspension/expulsion <ul style="list-style-type: none"> • 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. <p>A student may appeal a suspension decision and the subsequent expulsion decision (following the conviction, adjudication or admission of guilt) regarding the same offense.</p>	<p>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.</p> <ul style="list-style-type: none"> • The superintendent must hold hearing within 3 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.
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<p>Provision of Education Services:</p> <p>Provide every student an opportunity to make <i>academic progress</i> 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 10 consecutive days</i> must provide the student and the parent with a list of alternative educational services.</p> <p>See G.L. c. 76, §21 and 603 CMR 53.13 for details, including required notice.</p>	<p>Provision of Education Services: Same</p>	<p>Provision of Education Services: Same</p>
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<p>Discipline Collection and Reporting:</p> <ul style="list-style-type: none"> • 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. • Create a plan to address disparities if Commissioner determines that school or district discipline data reflect significant disparities by race and ethnicity, or disabilities. <p>See 603 CMR 53.14 for details.</p>	<p>Discipline Collection and Reporting: Same</p>	<p>Discipline Collection and Reporting:</p> <p>Same</p>
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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>.

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

September 14, 2023

ZOOM LINK:

<https://oldrochester-org.zoom.us/j/96815845547?pwd=MIJtRVFXOVlPTWVHaUllcEg3U2l1QT09>

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 the Community Room at Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom. Public is able to attend in person or via zoom

TIME: 5:45 p.m.

TIME: 6:30 p.m.

BUILDING TOUR

MEETING TO ORDER

RECOGNITION PRESENTATION – New Staff

I. Approval of Minutes

A. Minutes

- 1. Regular Minutes: June 13, 2023 and July 26, 2023**
- 2. Executive Session Minutes: June 13, 2023**
- 3. Budget Subcommittee Minutes**

II. Consent Agenda

III. Agenda Items Pending

IV. General

A. Opening Day

B. Approval of Student Handbook

C. Approval of Grant(s)

D. Approval of Donation(s)

V. New Business

A. Policy Review

B. Curriculum

C. Business

1. Financial Report

a. Revolving Account Balances

2. Food Service Report

3. Facilities Report

4. Budget Transfers

D. Personnel

VI. Special Report

VII. Unfinished Business

CHAIRPERSON'S REPORT

CENTRAL OFFICE ADMINISTRATORS REPORT

PRINCIPAL'S REPORT

VIII. School Committee

A. Committee Reports

1. Budget Subcommittee

2. Building Committee

3. ORR District School Committee

4. SMEC

5. Early Childhood Council

6. READS

7. Tri-Town Education Foundation

8. Policy Subcommittee

9. School Council

10. Equity Subcommittee

B. School Committee Reorganization

C. School Committee Goals

IX. Future Business

A. Timeline

B. Future Agenda Items

X. Open Comments

XI. Information Items

XII. Executive Session

ADJOURNMENT

MARION PUBLIC SCHOOLS
Marion, MA

TO: Marion School Committee
FROM: Michael S. Nelson, Superintendent of Schools
DATE: September 12, 2023
RE: Agenda Items

The following items are on the agenda for September 14, 2023.

RECOGNITION PRESENTATION

I. Approval of Minutes

**A.1. Regular Minutes –
Recommendation**

That the School Committee review and approve the minutes of June 13, 2023 and July 26, 2023. Please refer to “MSC 09142023 June 13 Minutes” and “MSC 09142023 July Minutes”.

**A.2. Executive Session Minutes –
Recommendation**

That the School Committee review and approve the minutes of June 13, 2023.

IV. General

A. Opening Day Update

Recommendation:

That the School Committee hear an update from administration. Please refer to “MSC 09142023 Opening Day Letter”.

B. Approval of Student Handbook

Recommendation:

That the School Committee review the 2023-2024 Student Handbook. Please refer to “MSC 09142023 Student Handbook”.

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. Please refer to “MSC 09142023 OpenSciEd grant”.

D. Approval of Donation(s)

Recommendation:

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

E. One (1) large red book cart (double-sided) and cart cover to the Sippican Library from community member Bernadette Kelly. Please refer to “MSC 09142023 Book Cart Donation”.

F. A donation of \$765 to the Sippican School Music Account from VASE – the 2022-23 Sixth Grade Parent Group. Please refer to “MSC 09142023 VASE Donation”.

V. New Business

C. Business

1. Financial Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “MSC 09142023 Final FY2023 General Funds Report” and “MSC 09142023 FY2023 BCAHS Funds Report”.

2. Food Services Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “MSC 09142023 Food Service Report”.

3. Facilities Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “MSC 09142023 Facilities Report”.

D. Personnel

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

Kristine Lincoln – Interim Director of Student Services

Teah Keog – ELL Specialist

Nadeen Mardo – Paraprofessional

Makayla Bumpus – Paraprofessional

Cassandra Craig – Paraprofessional

Officer Jonathan Tracy – Student Resources Officer, Marion Police Department

The following staff changed positions.

<u>Name</u>	<u>Old Position</u>	<u>New Position</u>
Debra Smith	Classroom Teacher (4 th)	Special Education Teacher
Leanne Dineen	Classroom Teacher (2 nd)	Classroom Teacher (4 th)
Emily Bourgeois	Classroom Teacher (K)	Classroom Teacher (2 nd)

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

Craig Davidson – Director of Student Services

Kathy Dranchak – ELL Specialist

Penny Sullivan – Special Education Teacher

Bailey Sweet – PreK Paraprofessional

Taylor Swoish - Paraprofessional

IX. Future Business

A. Timeline

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

Marion School Committee

October 19, 2023

16 Spring Street

Marion, MA 02738

Joint School Committee

September 28, 2023

133 Marion Road

Mattapoisett, MA 02739

Future Agenda Items

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

XII. Executive Session

Recommendation

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

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

Sippican School Recognition 

10 years
Amanda LeMarier
 Elementary Teacher

Elizabeth Milde
 Elementary Teacher

20 years
Lisa Horan
 Kindergarten Teacher




 **Administration** 



Kristine Lincoln
 Interim Director of Student Services

Summer Highlight:
 Spending time with my cousins.

Fun Facts:

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




 **District-Wide** 

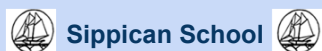
Teah Keogh
 ELL Specialist

Summer Highlight:
 Trip to Colorado - crossed the Royal Gorge!

Fun Facts:

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





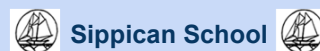
Makayla Bumpus
Instructional Assistant

Summer Highlight:

Staying in a cabin on a lake in Maine with my friends!

Fun Facts:

- I love to play volleyball.
- I am the oldest of four sisters.
- I have a pet gecko!



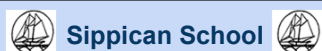
Nadeen Mardo
Instructional Assistant

Summer Highlight:

Traveling to Maine.

Fun Facts:

- Novice skier
- Reading/podcast enthusiast
- Master of conflict resolution (not really - it's just what I spend the majority of my time doing as a mom of 3)



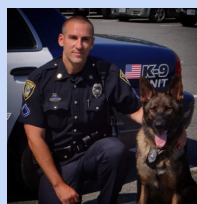
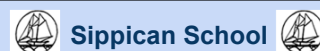
Cassandra Craig
Instructional Assistant

Summer Highlight:

Going back to school to become a special education teacher!

Fun Facts:

- Played college hockey
- Used to be a stilt walker for the circus



Officer Jonathan Tracy
Marion Police Department
School Resource Officer

Summer Highlight:

Teaching my 5 and 8 year olds to golf and being appointed as the town's new SRO.

Fun Facts:

- I was a k9 handler/trainer for Lebanon NH Police for 13 years. In the photo is my second k9 Briggs.
- I coach youth softball in the tri town.
- I love to golf. I help organize the Vermont Police Canine Association's Annual golf fundraiser.

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

**June 13, 2023
REGULAR MEETING MINUTES
16 Spring Street, Marion, MA 02738**

Regular meeting of the Marion School Committee was held on Tuesday, June 13, 2023 and called to order by Chairperson Nye, at 6:32 pm.

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

SCHOOL COMMITTEE MEMBERS ABSENT: None

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

Meeting was called to order at 6:32 p.m.

Chairperson Nye, 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. Chairperson Nye read the following statement: *This meeting will be conducted in a hybrid format. School Committee, Administrators and the public will have the option of meeting in person at the Community Room of the Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom.*

Recognition Presentation

Chairperson Nye introduced Ms. Penny Sullivan, retiring after about twenty years as a teacher at Sippican in the Special Education Department. The School Committee is donating the book *Once Upon a Book* by Grace Lin in Ms. Sullivan's honor for the Sippican library. Superintendent Nelson elaborated that he will miss Ms. Sullivan tremendously. There is nothing she would not do to advocate for the children at Sippican. Principal Sirois added that Penny is irreplaceable and she and Assistant Principal Mr. Crisafulli donated the book *Wonder Walkers* by Micha Archer.

Principal Sirois introduced teacher Ms. Nicole Boussy and her sixth grade students that recently won a poetry contest. The contest was held by the Massachusetts Reading Association and the students were recognized on the MRA website and one student whose work will be published in their monthly magazine. Some students were present on Zoom and Sophie Zhou was present at the meeting with her family. Ms. Boussy stated a donation will be made to the library of a copy of the magazine so Sophie's works will be in the Sippican library.

Next, the Marion Teachers Association recognized Ashley Sweatland and Nicole Boussy as the recipients of the 2022-2023 Merit Awards. Association representative Emily Bourgeois stated Ashley Sweatland has been a member of our Sippican School staff since the fall of 2010. During her time here, she has served as a Special Education teacher in grades K-4 and Grade 6 and as a classroom teacher in grades 2-4. Ashley has participated on various hiring committees and continues to volunteer her time to help the Sippican School community via the Professional Service Committee, VASE, District Strategic Planning, Retirement Committees, and curriculum planning committees. Her involvement in the Academic Acceleration Camp is also noted. Currently, Ashley is in her happy place as a 2nd grade classroom teacher who loves coming to work each day!

Ms. Bourgeois continued, *"I recommend Nicole Boussy as a recipient for the merit award. Nicole's endeavors as our Union President, guiding and advising us through past, unprecedented times and continued vision in strengthening our solidarity as a union moving forward are appreciated and unmatched by any president we have*

ever had in my 29 years at Sippican. Nicole works many additional hours a week through the year on behalf of staff, as well as participating on various teams like the Negotiating Team, which works to protect our contract and strengthen teacher working conditions. Nicole advises and oversees outcomes of all sub committees. She attends all MSC meetings to stay informed on content pertinent to staff. She meets with our principal and Superintendent regularly, to keep lines of communication open between staff and administration. She sends surveys on a regular basis to be sure she is reaching all staff and representing the thoughts, questions and concerns of all members. Nicole does all of this with passion and a positive attitude. Nicole leads with an incredible work ethic and is a vault of confidentiality, which is why none of us will ever know the extent to how deep her efforts go. Nicole even reaches out to members when she knows they have a challenging situation personally, even dropping food off to the emergency room for a staff member waiting with a child for 8 hours. Many times, we have received a text over a weekend checking on us when needed. Her thoughtfulness reaches far and wide. Nicole is deeply respected by her colleagues as a person who will go the distance for any situation and makes sure each staff member feels the sincerity of her support. Nicole uses extraordinary leadership skills to build a strong staff culture. She guides staff in more ways than just our union president. Anytime there is a staff event such as a play or a retirement presentation there is an email of congratulations with a specific message of appreciation. Equally, she congratulates any staff that has had an event such as Sunshine events, Anchor events, school concerts, staff yoga etc...making all staff aware of their valued contributions. Leroy Eimes said, "A leader is one who sees more than others see, who sees farther than others see and who sees before others see." Nicole's vision makes our staff strong in solidarity with her leadership skills. She is incredibly deserving of the merit award.

Lastly, Chairperson Nye extended her thanks on behalf of the entire School Committee to Gene Jones, Director of Facilities and Cody Leonardo for their great work during the unexpected sprinkler malfunction and flood in recent weeks. She also acknowledged Mr. Craig Davidson and thanked him for his work over the last three years for the students of Sippican School.

Executive Session

MOTION: by Ms. Daniel to enter into executive session at 7:07pm for the purposes of exception #3, to discuss strategy with respect to collective bargaining, #4 to discuss the deployment of security personnel or devices and #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements and to return to the regular meeting after exiting executive session.

SECONDED: Ms. Nye McGaffey

MOTION PASSED 5:0

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

MOTION: by Ms. Smith to exit executive session at 7:20pm and return to the regular meeting

SECONDED: Ms. Daniel

MOTION PASSED 5:0

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

I. Approval of Minutes:

A. Minutes

Regular Meeting Minutes – May 10, 2023

MOTION: by Ms. Nye McGaffey to accept the meeting minutes of May 10, 2023 as presented

SECONDED: Ms. Beauregard

MOTION PASSED 4:1 (Smith abstain)

IV. General

A. Approval of Memorandum of Agreement

Superintendent Nelson recommended that the School Committee approve the Memorandum of Agreement dated September 1, 2023 – August 31, 2026 between the Marion School Committee and the Marion Teachers Association as presented.

MOTION: by Ms. Daniel to approved the Memorandum of Agreement as presented

SECONDED: Ms. Beauregard

MOTION PASSED 6:0

Roll Call: Daniel (yes); Nye (yes); Beauregard (yes); Nye McGaffey (yes); Smith (yes) and Burr (yes)

B. School Improvement Plan Update

Superintendent Nelson made the following statement:

With the close of the school year upon us, Sippican Elementary School's two-year school improvement plan will also come to a close. I want to thank all those who have been involved with the work the past two years including the school council, administration, faculty, staff members and most importantly our students. At this time, Principal Sirois and Assistant Principal Crisafulli will brief you on this year's outcomes.

Principal Sirois and Assistant Principal Crisafulli presented the second year update of the school improvement plan. Please see Appendix A.

School Committee Feedback:

Chairperson Nye thanked the administration for their presentation and looks forward to the future. Superintendent Nelson reminded the committee that the current strategic plan is also concluding this school year so the fall will bring Vision 2028 and new school improvement plans for all four districts.

C. Approval of 2023-2024 Leases

Superintendent Nelson made the following statement:

There are two leases for review and approval this evening. The first between the school committee and Countryside Childcare and the second with the YMCA.

Mr. Barber reviewed both agreements stating there were no major changes.

MOTION: by Ms. Smith to approve the Memorandum of Agreement between the Marion School Committee and the Southcoast YMCA for the rental of classroom space at the Sippican School for the Fiscal Year ending June 30, 2024.

SECONDED: Ms. Nye McGaffey

MOTION PASSED 5:0

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

SECONDED: Ms. Daniel

MOTION PASSED 5:0

D. Approval of Donation(s)

Superintendent Nelson made the following statement:

The first donation tonight is a check from Shutterfly in the amount of \$2,055.60.

MOTION: by Ms. Smith to approve the donation of \$2,055.60 from Shutterfly as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

The next, VASE (Volunteers at Sippican Elementary) is donating the book Fantastic Bureau of Imagination by Brad Montague.

MOTION: by Ms. Smith to approve the donation of the book Fantastic Bureau of Imagination by Brad Montague as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

The next donation is the book Giant Island by Jane Yolen from the Marion Teachers Association.

MOTION: by Ms. Smith to approve the donation of the book Giant Island by Jane Yolen from the Marion Teachers Association as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

Next, the Marion School Sunshine Committee is donating the book When Things Aren't Going Right, Go Left by Marc Colagiovanni.

MOTION: by Ms. Smith to approve the donation of the book When Things Aren't Going Right, Go Left by March Colagiovanni as presented

SECONDED: Ms. Beauregard
MOTION PASSED 5:0

Lastly, Marla Sirois and Peter Crisafulli are donating the books Wonder Walkers by Micha Archer and Whoo Hoo! You're Doing Great by Sandra Boynton.

MOTION: by Ms. Smith to approve the donation of the books Wonder Walkers by Micha Archer and Whoo Hoo! You're Doing Great by Sandra Boynton as presented

SECONDED: Ms. Beauregard
MOTION PASSED 5:0

E. Literacy Program Curriculum Adoption

Superintendent Nelson made the following statement:

Dr. Fedorowicz has been hard at work this year working with the administrative team and teachers from our schools to review potential literacy programs for all three of our elementary schools. This evening, Dr. Fedorowicz building off of the exciting news of the grants that were accepted as the last meeting, will present to the committee on the process that has taken place to review literacy program curriculums and will make a recommendation for formal adoption.

Dr. Fedorowicz presented to the school committee the process and supporting data from the core literacy program curriculum review process which was conducted this school year and led to the selection of IntoReading the by the team to bring to the school committee for approval. Please see Appendix B.

School Committee Feedback:

Ms. Daniel said she reviewed all of the programs. IntoReading was by far her favorite as well. Chairperson Nye thanked the faculty and staff that volunteered for this in-depth process.

MOTION: by Ms. Smith to approve IntoReading Core Literacy Program and DIBELS 8 as presented by Dr. Fedorowicz

SECONDED: Ms. Daniel
MOTION PASSED 5:0

F. Approval of Disposal of Library Materials

Superintendent Nelson made the following statement:

Enclosed in your back-up information is a list of materials from Library Teacher Jessica Barrett to be withdrawn from the library's collection. Most of these are in disrepair or significantly out of date.

Chairperson Nye added that the Sippican community is blessed to have Jessica Barrett. This is the highest number to date of items checked out of the library and students are eager to read. She said kudos to the students as well.

MOTION: by Ms. Daniel to approve the disposal of the library materials as presented

SECONDED: Ms. Smith
MOTION PASSED 5:0

G. MASC Training Discussion

Superintendent Nelson made the following statement:

The Chairpersons have asked me to reach out to the Massachusetts Association of School Committees to discuss the possibility of holding a school committee training retreat towards the end of the summer/early fall 2023.

Ms. Smith added that similar trainings have been held in the past and they were very helpful for team building amongst each of our committees within the district.

H. Marion Institute Grow Education

Superintendent Nelson made the following statement:

Tonight, Dr. Fedorowicz will discuss the Marion Institute Grow Education program. You'll recall we had an in-depth presentation earlier this year to update our grounds and possibly do some project based learning with our students. The action tonight is specifically for educational programming.

Dr. Fedorowicz explained that since the presentation earlier in the spring, she has met with representatives along with the grade three teachers and Principal Sirois. They reviewed the process and the Marion Institute came in as

well to meet with the faculty and answer their questions. It is very well tied into a supplemental yearlong project with current standards and all grade three teachers were unanimously interested in doing this next year.

MOTION: by Ms. Smith to approve a project between The Marion Institute “Grow Education” and the Marion Public Schools as outlined in the Community Preservation Act Project Application. This initiative will supplement the grade three Science Curriculum using Project Based Learning.

SECONDED: Ms. Daniel

MOTION PASSED 5:0

V. New Business

C. Business

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

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

Students Receiving Free and Reduced Meals:

Free 118 – 29%

Reduced 9 – 2%

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

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

VI. CHAIRPERSON’S REPORT:

Ms. Nye made the following statement:

As I sat to prepare my Chair Report, I reflected back on this past year and all of the amazing events and academic accomplishments that took place here at Sippican School. This was our first true year back of normalcy since the pandemic, and I know everyone was eager to get back to it and make this the best year of learning opportunities, as well as special community events for the children that we possibly could. As I reflected on the year and how I would start my end of the year Chair Report, it also had me thinking of a recent speech that I listened to my husband give to our 14-year-old son’s travel baseball team as the head coach. During his speech, he talked about what it truly means to be a TEAM and what core characteristics a successful team has. He broke it down, quite simply....Team represents the following; T is togetherness, E is for effort, A is for attitude, and M is for morale. As I listened to him give this speech to his players, I could not help but be reminded of the Sippican School community as one giant, successful TEAM as well. Whether we are talking about Administrators, teachers, support staff, parents, children, volunteers and the Marion community at large, we are all Sippican TEAM members. We work together to ensure that our students are receiving the best educational experience. We push and expect everyone to put their best effort forward and to always strive to do their best, whatever their best is. We always encourage positive attitudes because if we believe we can, then we will! And sometimes when one’s morale might get down, we all rally and work to lift one another up in order to push forward and continue to be the best that we possibly can be. I am truly grateful for everyone that walks through these doors every morning and puts their best foot forward. You do what is ultimately best for the children, and for always going above and beyond. I am grateful and truly thankful for all of the staff, parents, volunteers, other town departments and Marion community as a whole for always being such great TEAM members of Sippican and for always supporting our wonderful School. We, as your school committee, cannot thank you all enough. We truly are a strong, successful TEAM and we all should take pride of Sippican. I personally am thankful for everyone here and extremely appreciative of the work that gets accomplished at this table by this committee. In closing, I am grateful to be part of the strong Sippican TEAM and truly hope that I exemplify togetherness, effort, attitude, and positive morale and appreciate the trust that you all have placed in me as your Chair. The Marion School Committee hopes everyone has a fabulous, safe summer and we look forward to working with all of you in the fall.

CENTRAL OFFICE ADMINSTRATOR’S REPORT:

Superintendent Nelson reported the following:

First, I would like to sincerely thank the school committee for an excellent school year and all of their support. It terms of making sure the work gets done, and recognizes the highs even when there are challenges. I also wanted to publicly thank Gene Jones and Cody Leonardo for their immediate response and follow through to the school opened during the sprinkler flood. Also, Gilly Leonardo for being here at midnight to help assess the damage. There were many others that came in a moment of crisis and I am very thankful for the fire department that was able to get here so quickly and shut the water off, along with the partners that came within an hour or two. I am also grateful for the Department of Education for supporting the request to maintain June 15h as the last day of school at Sippican in conjunction with our original calendar and our other districts. Just a reminder that Vision2023 is coming to an end shortly and close to forty people on our planning team have been working hard to create Vision2028. We have held six or seven sessions so far and currently have a stakeholder survey out to the community. We held four public forum sessions as well. We will be taking all of that information and work that has been done to the next Joint school committee so that we will have a seamless transition from one plan to the next and that allows our school councils to start talking about what school improvement goals could look like in the fall along with all the other goals that tie to that overarching document. Lastly, I would like to thank Mr. Davidson for his contributions to the Marion School District and our school system as a whole over the last three years. In the world of COVID it seemed like a lot longer, and I appreciated your ability to be a flexible leader and help us navigate that scenario, especially being brand new to our system. From there you have been one of the best when it comes to advocating for our students that need the most advocacy. I wish you the best. I have a feeling you will stay in touch and I thank you very much for all your contributions Craig.

Dr. Fedorowicz gave the following updates:

Good evening - a quick update on learning walks. I am excited to report, we have fully completed our administrative Learning walks for the year with a commitment to 2 per building. This was a productive learning opportunity for the administrative team to calibrate our teaching and learning. We are looking forward to continuing this work next year. The Instructional Council is meeting monthly as well as the subgroup developing the Curriculum Review Cycle. We have completed our first draft of the Curriculum Review Cycle document and look forward to presenting it to SC in the near future. We had a great celebration last week with our new teachers and mentors for our last meeting. Instead of a skit for their mentors, they were rescued from that and shared a challenging moment that turned successful, and any tips or tricks they learned this year and wanted to share. They did a fantastic job their first year and it was nice to celebrate their first successful year in the district.

Mr. Davidson gave the following report:

We received funding again this year for our enrichment academy, which is in addition to our SAIL program. Recently, an email went out to all families. Registration is now open. It will run 12:00 – 3:30pm and lunch is included. Lastly, thank you for the support you have given me over the last three years. The Sippican community is a great community with so much attention given to the students. I have been honored to have this experience in my career.

PRINCIPAL'S REPORT

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

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

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

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

Grade 6 published poems: Mrs. Boussy encouraged her sixth grade students to write poems for a contest for the MRA. Our students were recognized for their efforts on the MRA's website. Here is the link to see all of their poems: <https://www.massreading.org/mra-today-june-2023-poetry-winners> Sophie Zhou also received an honorable mention for the contest. Her poem was published in this month's MRA Today magazine. Her poem can be found on pages 58-59. https://issuu.com/vshinas/docs/mra_today_publication_design_-_final-updated-523 Thank you to Mrs. Boussy and her students for working on this project and representing Sippican School on the state level.

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

VASE:

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

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

Field Trips:

Project Grow: Meadow Brook Farm In-School Field Trip

Kindergarten: Silverbrook Farm

First Grade: Buttonwood Park

Second Grade: Lloyd Center

Third Grade: Plimoth/Patuxet

Fourth Grade: Museum of Science Boston

Fifth Grade: Lloyd Center

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

In School Performances 2022-23:

Deb Almeida Visit – Early America Grade 3

New Bedford Symphony Orchestra Grades 2-6

Bill Harley Author Visit - All School Meeting

New Bedford Symphony Orchestra Grade 5 Classroom visits

New Bedford Ballet – Sacagawea’s Song – All School Meeting

Toe Jam Puppet Band PreK & K

Marcus Monteiro Jazz Trio – Music Vocabulary – All School Meeting

Sheryl Faye Presents: Women in History:

Grades 5 and 6 RBG

Grades K-2 Helen Keller

Grades 3 and 4 Laura Ingalls

After School Programs:

Fall ACE Program

Winter ACE Program

Community Events & Participation:

Halloween Dance Grades 5&6

Tabor Skate Night

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

Marion Stroll - VASE Table with Grab Bags

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

Sippican Family Movie Night

Other:

Reading is Fundamental – All students receive a book home

Science Fair: Mad Science Polymer Activity Station

Arts & Action - Boston Artist Bren Bataclan Demo

Field Day – Abilities Rec Cardio Drummer

Vocabulary Day – All students receive a photo home

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

18,053 - Number of items in our library collection

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

2002 - The average year of publication for our collection

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

145 - The number of titles being weeded this year

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

Music:

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

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

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

VIII. School Committee

A. Committee Reports

1. Budget Subcommittee – No report.
2. Building Committee – No report.
3. ORR District School Committee- Ms. Smith reported they meet next week.
4. SMEC – Ms. Smith reported they meet next week.
5. Early Childhood Council- Ms. Daniel reported there she was unable to attend the last meeting but they discussed the early childhood fair.
6. READS – Mr. Nelson reported that READS last met on June 1st and reviewed minutes, retirees and resignations. They have also hired a new executive director, Ms. Dina Medeiros from the Bridgewater-Raynham School District.
7. Tri-Town Education Foundation – Ms. Daniel reported that the foundation met on May 17th and selected the Lighthouse Award recipients.
8. Policy Subcommittee – Ms. Beauregard reported that the subcommittee met May 10th and May 31st and reviewed a number of policies based on the recommendations from MASC that will be brought forward at the next Joint meeting.
9. School Council – Principal Sirois had nothing additional to report.
10. Equity Subcommittee- Ms. Beauregard reported that they have not met.

B. School Committee Reorganization

Superintendent Nelson informed the committee that first he will take nominations for Chairperson.

MOTION: by Ms. Daniel to nominate April Nye as Chairperson

SECONDED: Ms. Nye McGaffey

MOTION PASSED 5:0

MOTION: by Ms. Nye to nominate Nichole Daniel as Vice-Chairperson

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

The committee discussed the remainder of the list. Nichole Nye McGaffey will join the Budget Subcommittee, replacing Michelle Smith. The members will remain the same otherwise.

School Committee Secretary

Melissa Wilcox

Recording Secretary

Melissa Wilcox/Diana Russo/Toni Bailey

ORR District School Committee

Michelle Smith

Mass. School Supt. Union No. 55

Nichole Daniel

Mary Beauregard

Nichole Nye McGaffey

Building Committee

Nichole Nye McGaffey

April Nye

READS

Michael S. Nelson

Sick Leave Bank

Mary Beauregard

Michelle Smith

SMEC

Michelle Smith

Early Childhood Council	Nichole Daniel
Sole Signatory	April Nye Nichole Daniel
MASC Delegate/Legislative Liaison	Mary Beauregard
Budget Subcommittee	Michelle Smith April Nye Add Nichole Nye McGaffey
School Physician	Dr. Mendes Dr. Reynolds
Policy Review Subcommittee	Mary Beauregard
Tri-Town Education Foundation	Nichole Daniel
Town Liaison	April Nye
Superintendent's Goals Subcommittee	Michelle Smith Nichole Daniel
Equity Subcommittee	Mary Beauregard

MOTION: by Ms. Smith to approve the 2023-2024 Subcommittee list as discussed

SECONDED: by Ms. Daniel

MOTION PASSED 5:0

IX. Future Business

A. Timeline

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

<u>Marion School Committee</u>	<u>Joint School Committee</u>
September 14, 2023 @ 6:30pm	June 27, 2023 @ 6:30 pm

X. OPEN COMMENTS

Chairperson Nye stated:

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 side wall and those on 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. The school committee reserve the right to address any comment that present incorrect information at our next meeting.

Alexis Cottam of Marion made the following statement:

I have two children registered at the Sippican School. I appreciate your time this evening. I would like to cover a couple of items in my comment this evening. The first is to thank all of the school committee members for their willingness to serve because I do appreciate the amount of time this takes to serve on this type of committee. I would also like to highlight that any organization that is really striving to achieve high standards and to really focus on improvement on a daily basis really needs to focus in on transparency at their committee or board levels. In reviewing the minutes for the school committee, I am concerned that there may be a lack of transparency

around issues or concerns from parents in reaching the school committee. There is terrific great stories of all the different accomplishments and the wonderful, positive highlights, but I don't necessarily see routine observation or documentation of opportunities for improvement. I do think that may be an area that we could focus in as a community. I would also like to talk a little bit about potential budgetary considerations for the committee in the future. That is really kind of identifying the needs of our students around mental health issues and mental health disabilities. Prior to COVID, approximately 16.5% of school age students were diagnosed with mental health issues. Following the COVID epidemic, the rate according to the CDC has raised to about 37%. That is more than double and it makes up about 1/3 of our student population. When we look at the budgetary resources aligned with these student needs, I am not seeing that similar increase in our budget. I think there may be an opportunity to better align our resources for students' needs in those areas. Along the same lines as transparency, I would like to talk a little bit about feedback and accessibility of the Superintendent to parents. Being new to this district in the fall of 2022, I have found myself identifying opportunities for improvement. When I am not receiving the response that I would expect at the local administration level, I have requested to meet with the Superintendent and it took nearly six months for him to return my call or my email to get a meeting. I am happy to announce that we are going to be meeting tomorrow, and I can hopefully present my concerns to him then, but it wasn't until I registered with Ms. Wilcox to speak at tonight's meeting on the open forum that I heard back from him. I do think there is an opportunity to set expectations for our Superintendent to hear better from parents and to be more responsive to parents in the future. That is all of my comments this evening, but I want to thank the committee again for hearing me.

XI. Information Items

Superintendent Nelson reviewed the READS Collaborative Amended Collaborative Agreement, which was previously approved and the final document was received back.

ADJOURNMENT

MOTION: by Ms. Daniel to adjourn at 8:38 p.m.

SECONDED: Ms. Smith

Motion Passed 5:0

**Respectfully Submitted,
Melissa Wilcox**






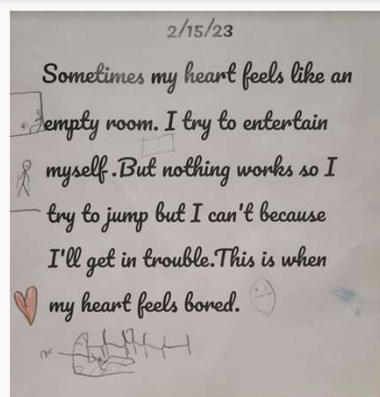
Strategic Objective 1:

21st Century Learning for all Students

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

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

		
<p>Second graders researched topics of interest to them and created books of their new knowledge.</p>	<p>Sixth grade cell projects. Students were given a variety of ways that they could represent what they learned.</p>	<p>First graders studied family traditions and then shared them with their classmates with special guests invited.</p>



Third graders wrote descriptive poems representing their feelings

We Played Trains

Chugga Chugga Choo Choo
Chugga Chugga Choo Choo

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

Chugga Chugga Choo Choo
Chugga Chugga Choo Choo

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

Chugga Chugga Choo Choo
Chugga Chugga Choo Choo

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

Chugga Chugga Choo Choo
Chugga Chugga Choo Choo

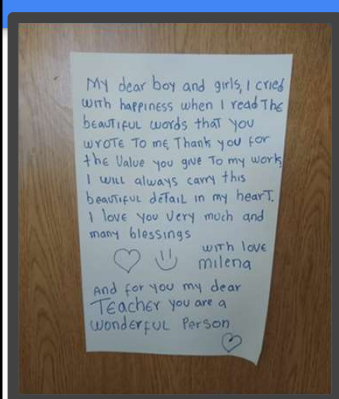
We are Mrs. B's & Mrs. Dunn's Class

Chugga Chugga Choo Choo
Chugga Chugga Choo Choo

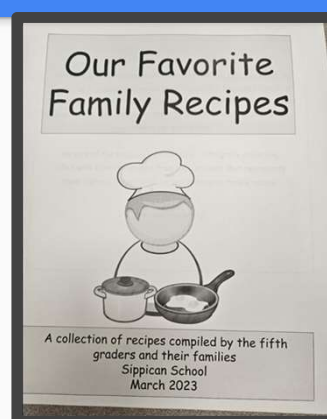


Kindergarten students created a poem while playing together at recess.

5



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



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

6



Strategic Objective 2: Social Emotional Learning

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

Sippican Elementary School 
16 Spring St. Marion, Massachusetts 02738

Action Steps:

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

Sippican Elementary School 
16 Spring St. Marion, Massachusetts 02738



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



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



9



Strategic Objective 3: Global Citizenship

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

Action Steps:

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

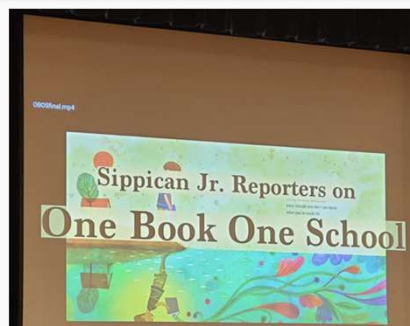
Sippican Elementary School
16 Spring St. Marion, Massachusetts 02738



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



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



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



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

13



Appendix B



Core Literacy Program Curriculum Review

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

MARLA SIROIRS, PRINCIPAL

PETER CRISAFULLI, ASSISTANT PRINCIPAL

JUNE 2023

Core Literacy Program Curriculum Review Timeline

Fall 2022

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

Winter 2022/2023

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

Winter 2023

- Development of Literacy Action Plan draft by DLT from Needs Assessment
- Action Items for Phase II with the HILL:
 - *DESE Approved Early Literacy Screener*
 - *DESE Approved New Core Literacy Program Curriculum*
- Grant Applications to Support Literacy:
 - *FC 586 Early Literacy Screener \$5,076*
 - *FC730 Accelerating Literacy Learning through High Quality Instructional Materials \$152,000*

Core Literacy Program Curriculum Review Timeline

February 2023

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

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

Core Literacy Program Curriculum Review Process

Comprehensive and Thorough Process:

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

Core Literacy Program Curriculum Review Timeline

March 2023



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

April 2023



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

May 2023

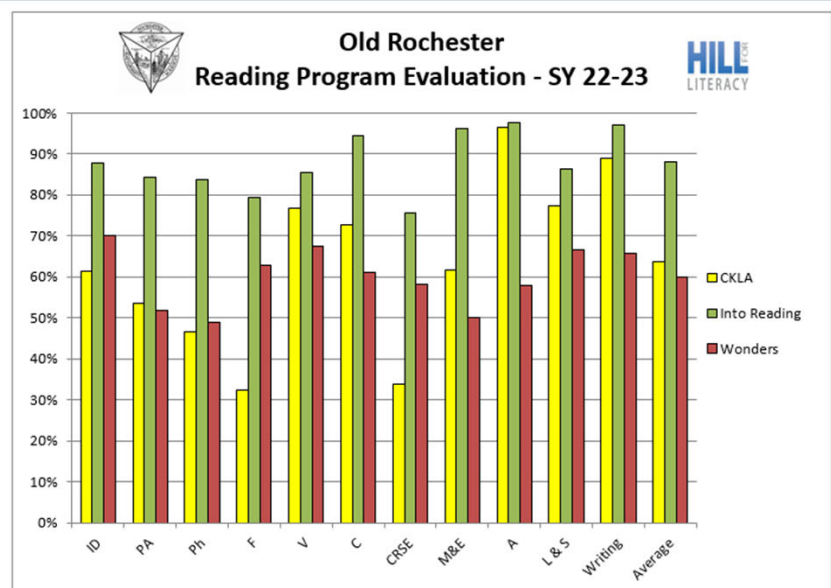


- Round 3:** Wonders (*McGraw-Hill Education*) Reviewed

June 2023

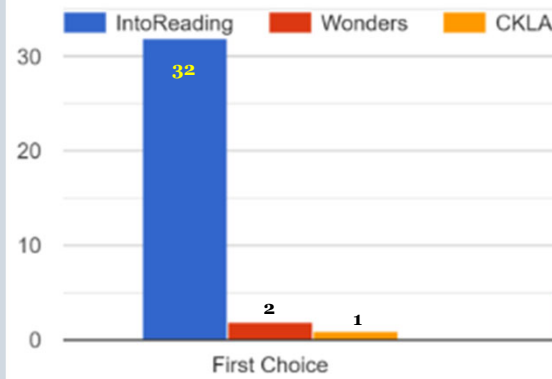
- Review of quantitative and qualitative data by team
- Final discussion rounds
- Final vote
- Grants awarded for both Early Screener and Core Literacy Program Curriculum

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



K-6 Teachers Vote for Core Literacy Program Curriculum

Rank the 3 Core ELA Programs:



MA Districts using IntoReading

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

Core Literacy Program Curriculum Review Process

Early Literacy Screener Selected by DLT: DIBELS 8th Edition

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



Impact Across the District in the Review Process

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

Next Steps

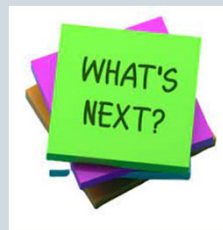


Prior to Summer 2023:

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

2023-2024 School Year:

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



Thank You!



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

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

**July 26, 2023
REGULAR MEETING MINUTES
16 Spring Street, Marion, MA 02738**

Regular meeting of the Marion School Committee was held on Wednesday, July 26, 2023 and called to order by Chairperson Nye, at 12:04 pm.

SCHOOL COMMITTEE MEMBERS PRESENT: April Nye, Chairperson, Mary Beauregard and Nichole Nye McGaffey (all remote).

SCHOOL COMMITTEE MEMBERS ABSENT: Michelle Smith and Nichole Daniel

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools (remote); Melissa Wilcox, Recording Secretary (remote).

Meeting was called to order at 12:04 p.m.

Chairperson Nye, 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. Chairperson Nye read the following statement: *This meeting will be conducted in a hybrid format. School Committee, Administrators and the public will have the option of meeting in person at the Community Room of the Sippican School located at 16 Spring Street, Marion, MA 02738 or via zoom.*

IV. General

A. Approval of Donation(s)

Recommendation:

That the School Committee review a donation from the Marion Institute of no more than \$26, 928 for the Sippican School Garden Site and Grow Education Program.

Superintendent Nelson explained that the Marion Institute was awarded a grant from local CPA funds to enhance the gardens at Sippican and to purchase the tools, materials and resources to support the Grow Education Program. He met with Elizabeth Wiley from the Marion Institute and consulted with Town Counsel to determine the process for accepting the funding and all agreed on the donation. Principal Sirois and Facilities Director Eugene Jones have also been included in the conversation and discussion of rehabbing the current two long beds and adding more. The faculty is excited for this program as well.

MOTION: by Ms. Nye McGaffey to approve the donation being made by the Marion Institute to not exceed \$26,928 to support the Sippican Elementary School garden(s) and the implementation of the Grow Education Program.

SECONDED: Ms. Beauregard

MOTION PASSED 3:0

Roll Call: Nye (yes); Beauregard (yes); Nye McGaffey (yes);

ADJOURNMENT

MOTION: by Ms. Nye McGaffey to adjourn at 12:11 p.m.

SECONDED: Ms. Beauregard

MOTION PASSED 3:0

Roll Call: Nye (yes); Beauregard (yes); Nye McGaffey (yes);

**Respectfully Submitted,
Melissa Wilcox**



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

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

www.oldrochester.org

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

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

Sharlene Fedorowicz, Ph.D.
Assistant Superintendent of Teaching & Learning

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

Kristine Lincoln, M.Ed.
Interim Director of Student Services

STATEMENT ON BACK TO SCHOOL 2023-2024

Yes, our summer is coming to a close, but what drives us all as professionals is calling us once again - and that is the call to educate our students and create meaningful opportunities for memorable learning and social emotional growth to take place. There is no greater contribution one can make than choosing to serve our children as educators.

For me - the start of the school year is an opportunity to renew our educational efforts with a deep sense of purpose and optimism.

During our Opening Day Ceremony - Mr. Steve Gross from the Life is Good Company will share with us the power of investing in the ideology of optimism and utilizing it as a tool and strategy.

We will hear that optimism is not just a philosophical viewpoint that is irrational or simply blinded by positivity.

Instead - optimism can be a powerful and pragmatic strategy for accomplishing our individual and collective goals...to maximize our purpose. The thought process is this...by acknowledging obstacles and opportunities - but focusing more heavily on the opportunities - optimism enables us to embrace solutions, progress, and growth.

Being an educator is not easy work and requires a dynamic skill set with a matching mindset that believes all students deserve high expectations. I know that talented educators - who truly believe that all students can learn, and that all students deserve the best education we can give them, occupy our hallways, classrooms, and schools.

As our school community embarks on a new strategic plan that will guide our collaborative work together during the next five years - I feel as optimistic as ever about being an educator in our school-system.

This school year I challenge us all to acknowledge the obstacles, but spend most of our time and efforts capitalizing on the opportunities that surround us - on behalf of our students. By doing so - I have no doubt that *we will inspire all students to think, to learn, and to care.*

In closing, I feel intensely grateful to serve all of you as your Superintendent of Schools.

Thank you for being educators – our work matters.

Michael S. Nelson

Superintendent of Schools

The mission of our school system is to inspire all students to think, to learn and to care. The Old Rochester Regional School District and Massachusetts Superintendency Union #55 does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, actual or perceived shared ancestry, ethnic background, national origin, or any other category protected by state or federal law in administration of its educational and employment policies, or in its programs and activities.



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**OPENING DAY AGENDA
August 28, 2023**

Breakfast (7:30am – 8:30am) – Meet & Greet

Coffee and breakfast food items will be made available during this time in the Old Rochester Regional School District's Cafeteria. Please also use this time to reconnect with your colleagues.

Opening Remarks & Recognitions (8:30am) – The Leadership Council

All staff members are expected to report to the high school auditorium for opening remarks and to listen to our keynote speaker.

**Keynote Presentation (9:15am) – The Healing Power of Optimism
Mr. Steve Gross, Founder and Chief of the Life is Good Playmaker Project**

Keynote Presentation Overview

Optimism is powerful. When human beings strengthen their ability to see and focus on the goodness and value in themselves, others, and the world around them, their social, emotional, and cognitive superpowers emerge. Optimism, however, is fragile. Chronic stress, fear and overwhelming adversity can weaken and destroy our capacity for optimism. This inspiring presentation by Steve Gross, helps Educators discover the power of optimism to create safe, connecting, joyful, and engaging environments where kids can heal, learn, and thrive. Using research, humor, and personal stories from 30+ years of work with kids and Educators, Steve will share how practicing optimism can bring out the best in ourselves, our colleagues and our students.

Biography of Keynote Speaker

Steve Gross has dedicated his career to leading healing efforts in communities impacted by trauma. His unique approach, called the Playmaker Practice, emphasizes joy, social connection, optimism, engagement, and empowerment - all elements that serve as the foundation for creating healing, life-changing relationships with our most vulnerable kids. The lessons he learned in the field now helps Educators across the globe grow through challenging and uncertain times, emerging stronger, more connected, and joyful than they were before. Steve's talk speaks to the individual - with tools on building life-changing relationships and connecting with their deeper purpose, so they can truly help the children and families they work with heal, grow, and reach their full potential. Steve's high energy, humor, and simple delivery of these deep, life-altering ideas leave audiences feeling inspired and empowered to leverage the power of optimism in their personal and professional lives.



Dismissal – Return to School Buildings

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Sippican School

2023-2024

Student Handbook

Revised 09/8/23



Our Mission:

The Sippican School community will be responsible, respectful and kind to ensure a nurturing learning environment.

Our School Rules:

Be Respectful
Be Responsible
Be Kind

Sippican Elementary School

16 Spring Street

Marion, MA 02738

(508) 748-0100

(508) 748-1953 FAX

sippican@oldrochester.org

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Sippican School is a member of Massachusetts Superintendency Union #55

Administration

Superintendent:

Mr. Michael S. Nelson, M. Ed.

Assistant Superintendent of Teaching and Learning:

Dr. Sharlene Fedorowicz

Assistant Superintendent of Finance and Operations:

Mr. Howard Barber CPA, SFO, MCPPO

Interim Director of Student Services:

Ms. Kristine Lincoln, M.Ed.

Marion School Committee

- Chairperson: April Nye • Vice Chairperson: Nichole Daniel
- Mary Beauregard • Nichole Nye McGaffey • Michelle Smith

The **Marion School Committee** meets regularly ~~monthly on scheduled Wednesdays~~ throughout the school year. These meetings may be in person or remote. The purpose of the Marion School Committee is to: set strategic direction for the school system; develop, oversee, and evaluate educational policy; act as the legal agent for the Commonwealth, and represent the Marion community.

Sippican School Council

The Sippican School Council was established pursuant to the Massachusetts Education Reform Act of 1993. In coordination with the principal of the school, the Council assists in the identification of educational needs of the students and in the review of the annual school budget. In addition, the Council has an ongoing responsibility to assess the needs of the school with respect to its educational goals and standards and to formulate and review annually a school improvement plan to advance these goals, to address identified needs, and to improve student performance.

The Sippican School Council meets the third Tuesday of each month, from 3:15- 4:15 p.m. Meetings will be held in person or remotely over Zoom. All are welcome to attend. Please check the posting at Town Hall or the school calendar on our website for meeting agendas each month.

Welcome to the 2023-2024 school year at Sippican School

Dear Sippican School Families,

Welcome back to all in the Sippican School Community! We look forward to a successful year of teaching and learning.

We are thankful to families for entrusting your children to us. Sippican School will continue to be a place where students thrive under the guidance of a professional and nurturing staff.

The District continues to follow through on its strategic plan. Each child will be immersed in 21st century skills. They will be collaborating and thinking with peers as well as being immersed in developing skills related to project based learning . We are here to support families and answer any questions you may have. We look forward to working together to make this a happy, safe, and successful year.

Best,

Ms. Marla **Brown** Sireis, Principal

Mr. Peter Crisafulli, Assistant Principal

Important Telephone Numbers

Sippican School (508)748-0100
Central Office/Superintendent's Office (508)758-2772
ORR Junior High School (508)758-4928
ORR High School (508)758-3745
Early Childhood Coordinator/Project GROW (508)748-1863

In order to ensure the safety of our students, all doors at the school are locked during school hours.

All visitors to the school must report to the main office, entering through the Spring Street entrance, unless otherwise instructed for specific events. Sippican School is a smoke-free learning environment. Smoking is prohibited in the building, on the school buses, and anywhere on school grounds.

Sippican School Staff

2022-2023 Administrative Staff

- Marla Brown Sirois-- Principal • Peter Crisafulli - Assistant Principal
- Principal's Secretary -Kristin Rego • Special Education Secretary-Lisa Daniels
- Meagan Morais, RN-School Nurse

Classroom Teachers

Project Grow: Sarah Goerges

Kindergarten: Lisa Horan, Melissa Rogers

Grade One: Molly Cruise, Marti Medeiros, Jean Roseman

Grade Two: Julie Bangs, Emily Bourgeois, Ashley Sweatland

Grade Three: MaryJayne Couet, Tracy Feeney, Kimberly Souza

Grade Four: Leanne Dineen, Amanda LeMarier, Susan Swoish

Grade Five: Cathleen Furtado, Elizabeth Milde, Heather White

Grade Six: Nicole Boussy, Erin Furfey, Bill Roseman

Specialists:

- Jessica Barrett – Library Media Specialist • James Oliveira - Physical Education • Emmalee Sanders -Physical Education • Katie Pike - Art • Hannah Moore - Instrumental Music • Patricia Richard - General Music • Chelsey Lawrence-Enrichment

Student Support Staff

- Mackenzie Emmons - Behavior Specialist • Maggie Francisco - School Psychologist • Tracy Anthony-Special Education • Denise Bouvette - Special Education •Emilee Cote - Special Education • Jaryd Gioiosa - Special Education •Taylor Nelson - Special Education• Debra Smith - Special Education • Stacey Riquinha - Reading Specialist • Sarah Jacques - Speech & Language • Amy Wiggin – SPED/Reading • Doreen Lopes – Early Childhood Coordinator • Michelle Ennis - School Social Worker

School Assistants / Special Needs Assistants: • Taylor Mitchell • Heidi Kilpatrick • Jenna Sylvia • Pamela Waugh-Wagoner • Lynne Frade • Jennifer Nye-Denham • Tammy Szteliga • Donna Dunn • Meghan Allen • Makayla Bumpus • Sydney Swoish • Cassandra Craig

Title I: • Lynn-Ann Dixon • Nadeen Mardo

Cafeteria Staff: • Paula White • Julie Best • Noreen Mackie

Supervisor of Building Maintenance: • Cody Leonardo

School Resource Officer

The goal of the partnership between Sippican School and the Marion Police Department is to support and foster the safe, healthy development of all students. Through the use of law enforcement resources and with the mutual understanding that school participation is indispensable, we can achieve positive outcomes for students and the larger school community.

The specific goals (related to students) of the partnership are to:

- Foster a safe and supportive school environment that allows all students to learn and flourish regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity, and socioeconomic status.
- Promote a strong partnership and lines of communication between school and police personnel.
- Encourage relationship building by the SRO such that students and community members see the SRO as a facilitator of needed support as well as a source of protection.
- Offer presentations and programming to the school focusing on criminal justice issues, community and relationship building, and prevention, health, and safety topics.

Any question, concern, or complaint that a member of the school community may have with respect to the SRO or the SRO Program, should be handled in the following manner:

- Members of the school community may contact the building principal for support;
- Questions, concerns, or complaints should be provided, in writing (in their preferred language), to the building principal.
- The building principal may collaborate with the Superintendent of Schools and Police Chief as needed regarding any questions, concerns, or complaints.

General School Information

SCHOOL HOURS: 8:40 AM - 3:00 PM

Sippican 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. Eight buses transport our students. 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 (774) 507-6082 Phone: (508) 324-0551. Press 1 (for Amaral Bus Co). Then press 2 (for Tri-Town District).

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

Arrival

Upon entering the building, students will proceed directly to their classrooms. Students are also encouraged to get breakfast in the cafeteria before proceeding to class.

Departure

Students will be dismissed following the afternoon announcements. Walkers will leave the building through the Spring Street entrance. Bussers will access the buses through the Bus Loop doors.

Student Emergency Information or Status: Parent Notification to Sippican School

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.

Please update your child's PowerSchool information as soon as possible. ~~return the Student Information Update Form, included in your opening day packet, to your child's homeroom teacher, or the school office.~~ This information serves as an annual 'affidavit', attesting to a student's residency in our community.

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 **508-748-0100** before 9:00 am 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 or more continuous absences for medical reasons must be substantiated by a physician’s note).
- Weather so inclement as to endanger the health of a 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.

Some excess absenteeism occurs 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 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 no profit 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 Sippican 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 has come to the office to sign the child out. 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

A note or alternative transportation forms 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 beforehand for a bus switch. This restriction is in place for each child's safety.

Riding Bicycles 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.** Bikes should not be ridden on sidewalks just outside school where children and adults are walking. Students not following safety rules may have their riding privileges revoked.

Food Service

School Breakfast & Lunch

The State 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.

Extra full student breakfast and lunches are available for \$2.75 for each breakfast meal and \$3.50 for each lunch per day. Milk costs \$.65. A la Carte menu choices are available at a variety of prices. *Free and Reduced Lunch Assistance* forms are sent home at the start of the school year, but applications are available at the school office and accepted throughout the year. Review them carefully and refer to these forms that are part of the opening packet to see if they pertain to you.

Lunch Procedure

Brief description:

- Lunch in the building cafeteria
- Students will come to the cafeteria, meal choices (hot or cold) are placed on the counter, the student takes their meal package and proceeds to the cashier.
- Students enter their lunch code.
- Children eat their meals at tables or a desk safely spaced.
- Lunch monitors clean and sanitize desks after children leave and prior to the next group entering.

Lunch Menus

Lunch menus will be posted on the District Food and Nutrition Website.

Free and Reduced Lunch Applications:

Families should still complete a Free and Reduced Lunch Application if you might be eligible for free/reduced meals. Each application can be downloaded and emailed to the Food and Nutrition Director or by applying online. The application for Free and Reduced Lunch can be found on the District website under Food and Nutrition Services.

Even though lunches are free, we still need to maintain our K12PaymentCenter accounts in good standing with a debit balance. If students want an extra milk or snack, there will be a charge for those items and the student's K12PaymentCenter account will be used.

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.

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 station. 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 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.

Dress and Appearance

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 discouraged. We strongly recommend sneakers for all students.

Student Valuables

It is strongly recommended that students do not bring large sums of money, cell phones, hand-held video games, toys or stuffed animals to school.

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 RMS 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. 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/her 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 initial.

Photographs of School Activities for Local Papers

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 Principal before September 10th, 2024.** 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/Parent Concerns

1. Being actively involved in your child's school is one way to alleviate concerns about his or her education. The parent volunteer group at Sippican (VASE) meets for an hour once a month either on Zoom or in person at the school.
2. Parent volunteers are needed to be a part of our School Council. In June of 1993, the Massachusetts State Legislature passed and Governor Weld signed into law The Education Reform Act of 1993 . Section 53 of Chapter 71 of the Education Reform Act of 1993 calls for the establishment of a School Council at each elementary, secondary, and vocational school in the Commonwealth. The school council provision of the act is intended to enhance parent and community participation in the school. The PTA, by law, is responsible for conducting the election of all parent representatives to the School Council. The nomination and election process is conducted each September. The School Council meets monthly with the principal of the school and assists in the writing and implementation of the School Improvement Plan and the review of the annual school budget. 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.
3. The Sippican School Committee sets its meeting schedule at the start of the school year, and ~~but these meetings are typically on the second Wednesday of each month in the evening (6:30pm).~~ **Meetings are held in person and** over Zoom at the Sippican School and are televised.

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 principal, Ms. Marla **Brown is** available to all parents. Please call the school office or contact the principal directly via email: marlabrown@oldrochester.org. All teachers are accessible via the school's e-mail carrier as well. Go to our school website to access a list of those emails.

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 Marion EMS will be called for transport to the hospital.

Health Information

Make sure your child is up to date on their physical and immunizations. Talk to your health care provider and school nurse about health concerns you have for your child.

Submit emergency health information forms with correct contact information as soon as the school year begins. If your child exhibits any of the symptoms listed above during the school day they will need to be picked up from school promptly.

The Sippican School reserves the right to establish such health requirements, in a manner consistent with state and federal law, and which remain in place until rescinded by the School Committee and/or the Superintendent.

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

Sippican School offers a stimulating learning environment; there is a blend of the basics such as reading, language arts, mathematics, higher order skills such as decision-making and processing, blended with a rich offering of music, art and physical education.

The academic program at Sippican School is enriched by a variety of programs offered at varying grade levels. These include:

- ❖ Title I
- ❖ Social Work/Counseling Services
- ❖ Availability of the School Psychologist
- ❖ Reading Recovery and Reading Specialist Support
- ❖ Enrichment Specialist
- ❖ Choral and instrumental music programs
- ❖ Science Fair
- ❖ Garden Club

Since we are all different with varying needs, Sippican School provides 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 Sippican. 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.

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 2021-2022 school year will take place at the following times:

Grades 3–8 ELA and Mathematics, and grades 5 and 8 STE (computer-based tests)
ELA test sessions March/April
Mathematics test sessions April/May
STE test sessions May

It is critical 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.

Sippican School operates on a three-term grading cycle.

Marking Periods	Report Cards go home
Term 1: Marks Close 11/29/23	12/8/23
Term 2: Marks Close 3/6/24	3/15/24
Term 3: Marks Close 6/6/24	6/10/24 (Day 180)

Regular communication between school and home is important if we are to be successful. Conferences between parents and teachers are scheduled once 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.

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

Sippican offers various ways for students to enrich their academic learning. Here are some examples:

- Science Fair
- Band opportunities for grades 4-6 including the *FORM* concert which showcases all bands in the district.
- Choral opportunities for grades 4-6 including the *FORM* concert which showcases all choruses in the district.
- After School Activities: These are a collaboration between VASE and teachers. Brochures are sent home with students before the sessions begin

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.

Internet Use Policy

An Internet user agreement is given to students at the beginning of their elementary experience. Students and parents sign and return the agreement and it is kept on file.

General Statement and School Rules

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

Students are expected to follow the school-wide rules that follow. These rules apply at all times, in all areas of the school.

- **Be Respectful**
- **Be Responsible**
- **Be Kind**

The following matrix outlines Sippican School rules.

Sippican School Wide Behavior Expectations

School-Wide Rules/Expectations	Typical Settings/ Contexts						
	All settings	Assemblies	Restroom	Cafeteria	Recess	Hallway	Bus
Be Respectful	*Calm and quiet bodies	*Calm and quiet bodies *Polite clapping *Still feet	*Quiet voices	*Wait quietly in line *Stay in your seat	*Take turns	*Walk single file on the right *Voices off in line	*Quiet voices *Calm and quiet bodies
Be Responsible	*Take care of materials *Do your best *Follow Directions and stay on task	*Raise a quiet hand *Listen with your whole body *Eyes on the speaker	*Think 2 2 Pumps 2 Pulls 2 points	*Use quiet voices *Raise your hand *Take only what you will eat *Eat your own food	*Use equipment safely *Keep your hands and body to yourself *Line up safely and silently when the whistle blows	*Go directly where you need to go *Have what you need *Eyes forward	*Sit facing forward in your seat *Keep things in your backpack *Walk to your bus *Keep aisles clear
Be Kind	*Treat others with respect	*Hands to yourself	*Gentle knock on stall door *One student per stall	*Help a friend in need *Say please/thank you *Hands and body to yourself	*Share *Include everyone *Use kind words	*Hands and body to yourself	*Kind words *Hands and body to yourself

Most of the expectations stated in this handbook are district-wide policies. Within Sippican School, an office referral form is available for teachers to fill out when a student needs to go to the office for disciplinary reasons. This form allows teachers to communicate the particular offense. Students who are referred to the office for serious offenses will meet with the principal, assistant principal. Consequences vary depending on the offense.

Classroom teachers implement the Responsive Classroom curriculum to proactively teach and reinforce courtesy, assertion, responsibility, empathy, and self-control (CARES).

Party Invitations

In keeping with Sippican's kindness philosophy, and not wanting any child to feel hurt or excluded, we remind parents 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 unless ALL students in the class are being invited.

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 who have ongoing concerns about a student's behavior have several sources of support including the School Adjustment counselor and Administration.

Responsive Classroom

Sippican School utilizes the Responsive Classroom approach in supporting our students in the learning process. All Sippican teachers participate 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 Regional School District, including Sippican School, 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; and

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; and

WHEREAS, every district will commit to recruiting and retaining a diverse and culturally responsive teaching workforce; and

WHEREAS, every district will examine their policies for institutional and systemic racialized practices and implement change with sustainable policies that are evidence based; and

WHEREAS, every district will incorporate into their curriculum the history of racial oppression and works by diverse authors and works from diverse perspectives; and

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 Marion, Mattapoisett, Old Rochester Regional and Rochester School Districts and all the school districts in the Commonwealth must guarantee that racist practices are eradicated, and diversity, equity and inclusion is embedded and 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 public 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 Old Rochester Regional School District and Massachusetts Superintendency Union #55 does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, actual or perceived shared ancestry, ethnic background, national origin, or any other category protected by state or federal law in administration of its educational and employment policies, or 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

- Marla Brown, Principal (508) 748-0100 marlabrown@oldrochester.org
- Peter Crisafulli, Assistant Principal petercrisafulli@oldrochester.org
- Michelle Ennis, School Adjustment Counselor michelleennis@oldrochester.org
- Maggie Francisco, School Psychologist maggiefrancisco@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 – **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. 19

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 Sippican 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 student 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 student and/or 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 s/he has 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 Assistant 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/Assistant 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 accurate and 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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<p>Offenses:</p> <p>On school premises or at school-sponsored events or activities:</p> <ul style="list-style-type: none"> ● Possession of a dangerous weapon ● Possession of a controlled substance ● Assault on a member of the educational staff 	<p>Offenses:</p> <ol style="list-style-type: none"> 1. A felony charge or felony delinquency complaint against a student. 2. Conviction, adjudication, or admission of guilt with respect to such felony. 	<p>Offenses:</p> <p>Any offense that is not addressed in 37H or 37H ½.</p>
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<p>Consequence:</p> <ul style="list-style-type: none"> • Exclusion for amount of time up to expulsion; • Principal may suspend and not expel as he or she deems appropriate <p>Due Process:</p> <ul style="list-style-type: none"> • Constitutional due process; • Prior notice to student of charge and written notice of right to hearing; <ul style="list-style-type: none"> • Right to representation at hearing; and to present evidence and witnesses at hearing. 	<p>Consequence:</p> <ol style="list-style-type: none"> 1. Felony charge or felony delinquency complaint: suspension for a period of time deemed appropriate by principal <i>if</i> 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) <i>if</i> the principal determines that the student's continued presence would have a substantial detriment on the general welfare of the school. <p>Due Process (for either suspension or expulsion):</p> <ul style="list-style-type: none"> • 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 superintendent; • Suspension remains in effect pending appeal to the superintendent. 	<p>Consequence:</p> <ul style="list-style-type: none"> • 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. <p>Due Process:</p> <ul style="list-style-type: none"> • 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. <ul style="list-style-type: none"> • Consult 603 CMR 53:07 for emergency removal process and 603 CMR 53:10 for in-school suspension process • Explicit requirement to translate notice of the
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		<p>charges and the reasons in primary language of the home if other than English, or other means of communication where appropriate.</p> <ul style="list-style-type: none"> • 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.
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<p>Appeal from Principal's Decision:</p>	<p>Appeal from Principal's Decision to Suspend or to Expel:</p>	<p>Appeal from Principal's Decision:</p> <ul style="list-style-type: none"> • Timeline for requesting appeal: written request
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<ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • Timeline for requesting appeal: no later than 5 calendar days following the effective date of the suspension/expulsion <ul style="list-style-type: none"> • 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. <p>A student may appeal a suspension decision and the subsequent expulsion decision (following the conviction, adjudication or admission of guilt) regarding the same offense.</p>	<p>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.</p> <ul style="list-style-type: none"> • The superintendent must hold hearing within 3 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.
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<p>Provision of Education Services:</p> <p>Provide every student an opportunity to make <i>academic progress</i> 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 10 consecutive days</i> must provide the student and the parent with a list of alternative educational services.</p> <p>See G.L. c. 76, §21 and 603 CMR 53.13 for details, including required notice.</p>	<p>Provision of Education Services: Same</p>	<p>Provision of Education Services: Same</p>
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<p>Discipline Collection and Reporting:</p> <ul style="list-style-type: none"> • 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. • Create a plan to address disparities if Commissioner determines that school or district discipline data reflect significant disparities by race and ethnicity, or disabilities. <p>See 603 CMR 53.14 for details.</p>	<p>Discipline Collection and Reporting: Same</p>	<p>Discipline Collection and Reporting:</p> <p>Same</p>
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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 SUPERINTENDENCY UNION #55**
Marion - Mattapoisett - Rochester
135 Marion Road
Mattapoisett, MA 02739

www.oldrochester.org

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

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

Sharlene Fedorowicz, Ph.D.
Assistant Superintendent of Teaching & Learning

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

Kristine Lincoln, M.Ed.
Interim Director of Student Services

Memo

To: Marion School Committee Members

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

Cc: Michael S. Nelson, Superintendent of Schools

Date: September 14, 2023

Re: Motion – OpenSciEd Grant

DESE recently approved the Fund Code 599 Grant Application for OpenSciEd Elementary Field Test. All expenses must be incurred as of June 30, 2024.

Motion:

The School Committee is voting to approve the Fund Code 599 OpenSciEd Grant in the amount of \$4,100 as presented.

The mission of our school system is to inspire all students to think, to learn and to care. The Old Rochester Regional School District and Massachusetts Superintendency Union #55 does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, actual or perceived shared ancestry, ethnic background, national origin, or any other category protected by state or federal law in administration of its educational and employment policies, or in its programs and activities.



MOLO TO LIGHT TO VIEW TRUE WATERMARK IN PAPER. HEAT SENSITIVE RED LOCK DISAPPEARS WHEN HEATED.

5168

VOLUNTEERS AT SIPPICAN ELEMENTARY INC.
16 SPRING STREET
MARION, MA 02738

SECURED BY
EZSHIELD®
53-179/113

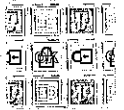
DATE 9/11/2023

PAY TO THE ORDER OF Sippican School Music Account \$ 765.00
Sevent hundred and Sixty Five 00/100 DOLLARS

Eastern Bank
Boston, MA 02110
easternbank.com
1-800-EASTERN

FOR Donations to music

Johanne Verzoni



⑈005168⑈ ⑆011301798⑆ 0601392025⑈

Marion Public Schools

FY22-23 APPROVED BUDGET

From Date: 7/1/2022

To Date: 6/30/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.302.001.1100.04.35	CENSUS	\$875.00	\$875.00	\$875.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.001.1110.04.36	DOE AUDIT	\$2,594.74	\$2,594.74	\$2,594.74	\$0.00	\$0.00	\$0.00	0.00%
01.302.001.1110.05.36	SUPPLIES	\$1,461.23	\$1,461.23	\$1,461.23	\$0.00	\$0.00	\$0.00	0.00%
01.302.001.1110.06.36	ADVERTISING	\$1,299.93	\$1,299.93	\$1,299.93	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SCHOOL COMMITTEE - 001	\$6,230.90	\$6,230.90	\$6,230.90	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1200.04.02	Contracted Services for Superi	\$1,914.03	\$1,914.03	\$1,914.03	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.01.02	SUPERINTENDENT	\$32,262.07	\$32,262.07	\$32,262.07	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.02.02	EXEC ASST SUPT	\$12,924.76	\$12,924.76	\$12,924.76	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.04.33	ASSOCIATIONS & DUES	\$3,884.23	\$3,884.23	\$3,884.23	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.05.21	POSTAGE	\$609.24	\$609.24	\$609.24	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.05.22	SUPPLIES	\$9,816.27	\$9,816.27	\$9,816.27	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.06.36	MISCELLANEOUS	\$175.86	\$175.86	\$175.86	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1210.06.37	TRAVEL & CONFERENCES	\$2,838.99	\$2,838.99	\$2,838.99	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1220.01.02	ASSISTANT SUPERINTENDENT OF CU	\$19,847.21	\$19,847.21	\$19,847.21	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1220.02.02	ADMIN ASSISTANT OF CURRICULUM	\$7,513.63	\$7,513.63	\$7,513.63	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1410.01.02	ASSISTANT SUPERINTENDENT OF FI	\$27,881.29	\$27,881.29	\$27,881.29	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1410.03.02	FINANCE OFFICE STAFF	\$24,606.01	\$24,606.01	\$24,606.01	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1420.03.02	HR BENEFITS COORDINATOR	\$11,580.00	\$11,580.00	\$11,580.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1420.06.02	OTHER EXPENDITURES	\$2.62	\$2.62	\$2.62	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.1450.05.21	ADMINISTRATIVE TECHNOLOGY	\$680.09	\$680.09	\$680.09	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.2356.06.37	PROFESSIONAL DEVELOPMENT	\$213.56	\$213.56	\$213.56	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.4130.04.15	TELEPHONE	\$1,625.12	\$1,625.12	\$1,625.12	\$0.00	\$0.00	\$0.00	0.00%
01.302.004.5300.04.21	COPIER RENTAL	\$627.48	\$627.48	\$627.48	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SUPERINTENDENTS OFFICE - 004	\$159,002.46	\$159,002.46	\$159,002.46	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.01.02	PRINCIPAL	\$116,868.74	\$116,868.74	\$116,868.74	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.01.05	ASST PRINCIPAL	\$101,455.00	\$101,455.00	\$101,455.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.02.02	PRINCIPAL'S SECRETARY	\$39,665.93	\$35,089.03	\$35,089.03	\$4,576.90	\$4,576.90	\$0.00	0.00%
01.302.007.2210.02.09	CLERICAL	\$508.83	\$508.83	\$508.83	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.03.08	AIDES SUPERVISORY	\$14,140.80	\$12,442.76	\$12,442.76	\$1,698.04	\$1,698.04	\$0.00	0.00%
01.302.007.2210.04.33	ASSOCIATION DUES	\$1,078.00	\$1,078.00	\$1,078.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.05.22	SUPPLIES ADMINISTRATION	\$2,790.78	\$2,790.78	\$2,790.78	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.05.23	SUPPLIES COPYING	\$4,769.20	\$4,769.20	\$4,769.20	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.05.24	SUPPLIES GENERAL SCHOOL	\$22,614.51	\$22,614.51	\$22,614.51	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.05.25	POSTAGE	\$1,335.34	\$1,335.34	\$1,335.34	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2210.06.37	TRAVEL/CONFERENCES	\$271.44	\$271.44	\$271.44	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.2250.05.22	PRINCIPALS TECHNOLOGY	\$4,515.00	\$4,515.00	\$4,515.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.4230.04.28	MAINTENANCE OF EQUIPMENT	\$2,442.77	\$2,442.77	\$2,442.77	\$0.00	\$0.00	\$0.00	0.00%
01.302.007.5300.04.28	COPIER RENTAL	\$15,248.19	\$15,248.19	\$15,248.19	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SCHOOL ADMINISTRATION - 007	\$327,704.53	\$321,429.59	\$321,429.59	\$6,274.94	\$6,274.94	\$0.00	0.00%
01.302.010.2305.01.03	TEACHERS	\$1,667,821.00	\$1,411,817.57	\$1,411,817.57	\$256,003.43	\$256,003.43	\$0.00	0.00%
01.302.010.2325.03.34	SUBSTITUTES	\$96,226.61	\$96,226.61	\$96,226.61	\$0.00	\$0.00	\$0.00	0.00%
01.302.010.2351.04.03	TUITION REIMBURSEMENT	\$2,787.75	\$2,787.75	\$2,787.75	\$0.00	\$0.00	\$0.00	0.00%
01.302.010.2351.06.37	TRAVEL & CONF TEACHERS	\$1,334.00	\$1,334.00	\$1,334.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: CLASSROOM TEACHERS - 010	\$1,768,169.36	\$1,512,165.93	\$1,512,165.93	\$256,003.43	\$256,003.43	\$0.00	0.00%
01.302.013.2305.01.03	TEACHERS	\$280,808.00	\$237,699.07	\$237,699.07	\$43,108.93	\$43,108.93	\$0.00	0.00%
01.302.013.2330.03.08	PARAPROFESSIONALS	\$32,767.26	\$27,767.70	\$27,767.70	\$4,999.56	\$4,999.56	\$0.00	0.00%
	Dept: KINDERGARTEN - 013	\$313,575.26	\$265,466.77	\$265,466.77	\$48,108.49	\$48,108.49	\$0.00	0.00%

Marion Public Schools

FY22-23 APPROVED BUDGET

From Date: 7/1/2022

To Date: 6/30/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.302.016.2305.01.03	TEACHERS	\$48,583.00	\$41,139.36	\$41,139.36	\$7,443.64	\$7,443.64	\$0.00	0.00%
01.302.016.2430.05.23	SUPPLIES & MATERIALS ART	\$2,566.55	\$2,566.55	\$2,566.55	\$0.00	\$0.00	\$0.00	0.00%
	Dept: ART PROGRAM - 016	\$51,149.55	\$43,705.91	\$43,705.91	\$7,443.64	\$7,443.64	\$0.00	0.00%
01.302.024.2305.01.03	TEACHERS	\$12,158.20	\$12,158.20	\$12,158.20	\$0.00	\$0.00	\$0.00	0.00%
01.302.024.2356.06.37	TRAVEL & CONFERENCES ELL	\$351.51	\$351.51	\$351.51	\$0.00	\$0.00	\$0.00	0.00%
	Dept: ELL PROGRAM - 024	\$12,509.71	\$12,509.71	\$12,509.71	\$0.00	\$0.00	\$0.00	0.00%
01.302.025.2305.01.03	TEACHERS	\$192,203.40	\$162,205.95	\$162,205.95	\$29,997.45	\$29,997.45	\$0.00	0.00%
01.302.025.2330.03.08	PARAPROFESSIONALS	\$12,104.04	\$10,922.64	\$10,922.64	\$1,181.40	\$1,181.40	\$0.00	0.00%
01.302.025.2430.05.23	SUPPLIES	\$9,679.35	\$9,679.35	\$9,679.35	\$0.00	\$0.00	\$0.00	0.00%
	Dept: ENGLISH - 025	\$213,986.79	\$182,807.94	\$182,807.94	\$31,178.85	\$31,178.85	\$0.00	0.00%
01.302.037.2430.05.23	SUPPLIES	\$12,146.19	\$12,146.19	\$12,146.19	\$0.00	\$0.00	\$0.00	0.00%
	Dept: MATHEMATICS - 037	\$12,146.19	\$12,146.19	\$12,146.19	\$0.00	\$0.00	\$0.00	0.00%
01.302.040.2340.01.03	LIBRARIAN	\$98,359.00	\$83,257.70	\$83,257.70	\$15,101.30	\$15,101.30	\$0.00	0.00%
01.302.040.2415.04.25	AV MATERIALS	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.040.2415.05.24	BOOKS & MAGAZINES	\$1,857.42	\$1,857.42	\$1,857.42	\$0.00	\$0.00	\$0.00	0.00%
01.302.040.2430.05.23	SUPPLIES	\$701.32	\$701.32	\$701.32	\$0.00	\$0.00	\$0.00	0.00%
01.302.040.4230.04.29	MAINTENANCE OF EQUIPMENT	\$1,333.80	\$1,333.80	\$1,333.80	\$0.00	\$0.00	\$0.00	0.00%
01.302.040.7400.04.29	REPLACEMENT OF EQUIPMENT	\$432.36	\$432.36	\$432.36	\$0.00	\$0.00	\$0.00	0.00%
	Dept: MEDIA SERVICES - 040	\$103,183.90	\$88,082.60	\$88,082.60	\$15,101.30	\$15,101.30	\$0.00	0.00%
01.302.043.2305.01.03	TEACHER	\$194,850.00	\$164,903.88	\$164,903.88	\$29,946.12	\$29,946.12	\$0.00	0.00%
01.302.043.2330.04.09	ACCOMPANIST	\$680.00	\$680.00	\$680.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.043.2415.06.37	TRAVEL/CONFERENCES	\$965.00	\$965.00	\$965.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.043.2430.05.23	SUPPLIES	\$1,774.36	\$1,774.36	\$1,774.36	\$0.00	\$0.00	\$0.00	0.00%
01.302.043.4230.04.29	MAINTENANCE OF EQUIPMENT	\$395.00	\$395.00	\$395.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: MUSIC - 043	\$198,664.36	\$168,718.24	\$168,718.24	\$29,946.12	\$29,946.12	\$0.00	0.00%
01.302.049.2305.01.03	TEACHER	\$131,445.69	\$110,672.94	\$110,672.94	\$20,772.75	\$20,772.75	\$0.00	0.00%
01.302.049.2415.06.37	TRAVEL/CONFERENCES	\$508.00	\$508.00	\$508.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.049.2430.05.23	SUPPLIES	\$7,343.81	\$7,343.81	\$7,343.81	\$0.00	\$0.00	\$0.00	0.00%
	Dept: PHYSICAL EDUCATION - 049	\$139,297.50	\$118,524.75	\$118,524.75	\$20,772.75	\$20,772.75	\$0.00	0.00%
01.302.052.2430.05.23	SUPPLIES	\$2,683.52	\$2,683.52	\$2,683.52	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SCIENCE - 052	\$2,683.52	\$2,683.52	\$2,683.52	\$0.00	\$0.00	\$0.00	0.00%
01.302.055.2430.05.23	SUPPLIES	\$254.84	\$254.84	\$254.84	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SOCIAL STUDIES - 055	\$254.84	\$254.84	\$254.84	\$0.00	\$0.00	\$0.00	0.00%
01.302.061.2351.01.35	CURRICULUM DEVELOPMENT	\$81.06	\$81.06	\$81.06	\$0.00	\$0.00	\$0.00	0.00%
01.302.061.2351.04.03	CONTRACTED PROFESSIONAL DEVEL	\$19,402.50	\$19,402.50	\$19,402.50	\$0.00	\$0.00	\$0.00	0.00%
01.302.061.2351.05.23	SUPPLIES	\$308.06	\$308.06	\$308.06	\$0.00	\$0.00	\$0.00	0.00%
01.302.061.2356.01.35	PD STIPENDS - CURRICULUM	\$975.90	\$975.90	\$975.90	\$0.00	\$0.00	\$0.00	0.00%
01.302.061.2356.04.35	CONSULTANT PROF DEVELOPMENT	\$18,405.05	\$4,560.51	\$4,560.51	\$13,844.54	\$0.00	\$13,844.54	75.22%
01.302.061.2430.05.23	SUPPLIES	\$3,020.39	\$3,020.39	\$3,020.39	\$0.00	\$0.00	\$0.00	0.00%
	Dept: CURRICULUM DEVELOPMENT - 061	\$42,192.96	\$28,348.42	\$28,348.42	\$13,844.54	\$0.00	\$13,844.54	32.81%

Marion Public Schools

FY22-23 APPROVED BUDGET

From Date: 7/1/2022

To Date: 6/30/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.302.067.2305.01.03	TEACHER	\$86,090.00	\$72,876.12	\$72,876.12	\$13,213.88	\$13,213.88	\$0.00	0.00%
01.302.067.2430.05.23	SUPPLIES	\$1,211.89	\$1,211.89	\$1,211.89	\$0.00	\$0.00	\$0.00	0.00%
	Dept: ENRICHMENT PROGRAM - 067	\$87,301.89	\$74,088.01	\$74,088.01	\$13,213.88	\$13,213.88	\$0.00	0.00%
01.302.076.3200.01.11	NURSE	\$60,971.00	\$51,590.88	\$51,590.88	\$9,380.12	\$9,380.12	\$0.00	0.00%
01.302.076.3200.04.11	CONTRACTED PHYSICIAN	\$4,200.00	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.076.3200.05.23	SUPPLIES	\$1,951.91	\$1,951.91	\$1,951.91	\$0.00	\$0.00	\$0.00	0.00%
01.302.076.3200.06.37	TRAVEL & CONFERENCES	\$448.84	\$448.84	\$448.84	\$0.00	\$0.00	\$0.00	0.00%
01.302.076.4230.04.29	MAINTENANCE OF EQUIPMENT	\$87.00	\$87.00	\$87.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: HEALTH SERVICES - 076	\$67,658.75	\$58,278.63	\$58,278.63	\$9,380.12	\$9,380.12	\$0.00	0.00%
01.302.079.3300.06.14	TRANSPORTATION REGULAR DAY	\$31,189.81	\$31,189.81	\$31,189.81	\$0.00	\$0.00	\$0.00	0.00%
01.302.079.3300.06.40	REGULAR EDUCATION - PUPIL K-6	\$224,234.96	\$224,234.96	\$224,234.96	\$0.00	\$0.00	\$0.00	0.00%
01.302.079.3300.06.41	REGULAR EDUCATION - FUEL ADJUS	\$16,526.20	\$16,526.20	\$16,526.20	\$0.00	\$0.00	\$0.00	0.00%
	Dept: TRANSPORTATION - 079	\$271,950.97	\$271,950.97	\$271,950.97	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4110.01.02	DISTRICT FACILITIES MANAGER	\$15,441.01	\$15,441.01	\$15,441.01	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4110.03.10	CUSTODIAL SUPERVISOR	\$47,918.00	\$47,918.00	\$47,918.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4110.04.35	CONTRACTED CUSTODIAL	\$144,642.78	\$144,642.78	\$144,642.78	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4120.04.18	GAS	\$48,659.79	\$48,659.79	\$48,659.79	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4130.04.15	TELEPHONE	\$6,744.80	\$6,744.80	\$6,744.80	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4130.04.16	ELECTRICITY	\$120,632.22	\$120,632.22	\$120,632.22	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4210.04.32	MAINTENANCE OF GROUNDS	\$24,368.49	\$24,368.49	\$24,368.49	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4220.04.32	MAINTENANCE OF BUILDING	\$58,113.92	\$58,113.92	\$58,113.92	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4220.05.26	CHEMICALS	\$323.72	\$323.72	\$323.72	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4220.05.27	PAPER	\$20,678.47	\$20,678.47	\$20,678.47	\$0.00	\$0.00	\$0.00	0.00%
01.302.088.4220.05.28	CUSTODIAL SUPPLIES	\$21,334.21	\$21,334.21	\$21,334.21	\$0.00	\$0.00	\$0.00	0.00%
	Dept: OPERATION & MAINTENANCE - 088	\$508,857.41	\$508,857.41	\$508,857.41	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.2130.03.04	NETWORK TECHNICIAN	\$55,783.67	\$55,783.67	\$55,783.67	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.2250.05.23	SUPPLIES SOFTWARE	\$2,931.03	\$2,931.03	\$2,931.03	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.2300.05.23	SUPPLIES SOFTWARE	\$6,136.69	\$6,136.69	\$6,136.69	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.2430.05.23	SOFTWARE	\$12,388.99	\$12,388.99	\$12,388.99	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.2451.05.23	EDUCATIONAL EQUIPT	\$53,095.59	\$53,095.59	\$53,095.59	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.4130.04.15	TELEPHONE	\$11,335.01	\$11,335.01	\$11,335.01	\$0.00	\$0.00	\$0.00	0.00%
01.302.093.4230.04.29	MAINTENANCE OF EQUIPMENT	\$1,124.32	\$1,124.32	\$1,124.32	\$0.00	\$0.00	\$0.00	0.00%
	Dept: COMPUTER PROGRAM - 093	\$142,795.30	\$142,795.30	\$142,795.30	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.2110.01.02	DIRECTOR STUDENT SERVICES	\$20,147.78	\$20,147.78	\$20,147.78	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.2110.02.09	ADMIN ASST STUDENT SVCS	\$10,061.49	\$10,061.49	\$10,061.49	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.2110.04.36	LEGAL SERVICES	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.2110.06.37	TRAVEL & CONFERENCES	\$185.81	\$185.81	\$185.81	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.2415.04.33	ASSOCIATION DUES	\$35.51	\$35.51	\$35.51	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.4130.04.15	TELEPHONE	\$86.46	\$86.46	\$86.46	\$0.00	\$0.00	\$0.00	0.00%
01.302.100.4230.04.31	SOFTWARE LICENSES	\$1,324.00	\$1,324.00	\$1,324.00	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SPECIAL NEEDS ADMINISTRATION - 100	\$41,841.05	\$41,841.05	\$41,841.05	\$0.00	\$0.00	\$0.00	0.00%
01.302.102.2305.01.03	TEACHERS	\$67,974.93	\$57,517.24	\$57,517.24	\$10,457.69	\$10,457.69	\$0.00	0.00%
01.302.102.2330.03.08	PARAPROFESSIONALS	\$46,054.16	\$39,742.46	\$39,742.46	\$6,311.70	\$6,311.70	\$0.00	0.00%
01.302.102.2356.06.37	TRAVEL & CONFERENCES	\$150.32	\$150.32	\$150.32	\$0.00	\$0.00	\$0.00	0.00%
01.302.102.2430.05.24	SUPPLIES/MATERIALS	\$2,073.96	\$2,073.96	\$2,073.96	\$0.00	\$0.00	\$0.00	0.00%

Marion Public Schools

FY22-23 APPROVED BUDGET

From Date: 7/1/2022

To Date: 6/30/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	Dept: PROJECT GROW - 102	\$116,253.37	\$99,483.98	\$99,483.98	\$16,769.39	\$16,769.39	\$0.00	0.00%
01.302.103.2305.01.03	TEACHERS	\$441,358.64	\$373,791.22	\$373,791.22	\$67,567.42	\$67,567.42	\$0.00	0.00%
01.302.103.2330.03.08	PARAPROFESSIONALS	\$213,375.59	\$180,592.42	\$180,592.42	\$32,783.17	\$32,783.17	\$0.00	0.00%
01.302.103.2356.01.03	PROFESSIONAL DEVELOPMENT	\$200.72	\$200.72	\$200.72	\$0.00	\$0.00	\$0.00	0.00%
01.302.103.2430.05.23	SUPPLIES	\$2,629.79	\$2,629.79	\$2,629.79	\$0.00	\$0.00	\$0.00	0.00%
01.302.103.3300.02.12	BUS MONITORS	\$42,219.05	\$42,219.05	\$42,219.05	\$0.00	\$0.00	\$0.00	0.00%
	Dept: LEARNING SUPPORT CENTER - 103	\$699,783.79	\$599,433.20	\$599,433.20	\$100,350.59	\$100,350.59	\$0.00	0.00%
01.302.106.4230.04.31	SOFTWARE LICENSES	\$1,417.48	\$1,417.48	\$1,417.48	\$0.00	\$0.00	\$0.00	0.00%
	Dept: LEARNING SUPPORT CENTER - 106	\$1,417.48	\$1,417.48	\$1,417.48	\$0.00	\$0.00	\$0.00	0.00%
01.302.118.2305.01.03	TEACHERS	\$95,875.00	\$81,155.82	\$81,155.82	\$14,719.18	\$14,719.18	\$0.00	0.00%
01.302.118.2430.05.24	SUPPLIES	\$2,692.33	\$2,692.33	\$2,692.33	\$0.00	\$0.00	\$0.00	0.00%
01.302.118.2440.06.37	TRAVEL & CONFERENCES	\$660.00	\$660.00	\$660.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.118.2800.04.35	THERAPY SPEECH	\$79,079.24	\$79,079.24	\$79,079.24	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SPEECH - 118	\$178,306.57	\$163,587.39	\$163,587.39	\$14,719.18	\$14,719.18	\$0.00	0.00%
01.302.121.2210.02.02	SPECIAL NEEDS SECRETARY	\$36,406.02	\$32,205.29	\$32,205.29	\$4,200.73	\$4,200.73	\$0.00	0.00%
01.302.121.2305.01.03	TEACHER VISUALLY IMPAIRED	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.121.2415.05.24	SUPPLIES	\$2,446.64	\$2,446.64	\$2,446.64	\$0.00	\$0.00	\$0.00	0.00%
01.302.121.2415.06.37	TRAVEL & CONFERENCES	\$19.00	\$19.00	\$19.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.121.2440.04.35	EXTENDED YEAR SERVICES	\$22,894.68	\$22,894.68	\$22,894.68	\$0.00	\$0.00	\$0.00	0.00%
01.302.121.2710.01.03	SPECIALIZED INSTRUCTION	\$26,200.00	\$26,200.00	\$26,200.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.121.2710.04.35	Clinical consult - case mgmt	\$113,860.41	\$113,860.41	\$113,860.41	\$0.00	\$0.00	\$0.00	0.00%
01.302.121.2800.04.35	THERAPY	\$22,512.23	\$22,512.23	\$22,512.23	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SUPPORT SERVICES - 121	\$230,338.98	\$226,138.25	\$226,138.25	\$4,200.73	\$4,200.73	\$0.00	0.00%
01.302.127.2710.01.03	COUNSELOR	\$72,500.00	\$61,346.12	\$61,346.12	\$11,153.88	\$11,153.88	\$0.00	0.00%
01.302.127.2710.05.24	SUPPLIES	\$1,550.33	\$1,550.33	\$1,550.33	\$0.00	\$0.00	\$0.00	0.00%
01.302.127.2800.01.03	PSYCHOLOGIST	\$55,562.00	\$47,044.82	\$47,044.82	\$8,517.18	\$8,517.18	\$0.00	0.00%
01.302.127.2800.06.13	PSYCHOLOGICAL EVALUATIONS	\$7,728.00	\$7,728.00	\$7,728.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.127.2800.06.37	TRAVEL & CONFERENCES	\$300.00	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.127.2810.01.03	SOCIAL WORKER	\$60,372.00	\$51,114.82	\$51,114.82	\$9,257.18	\$9,257.18	\$0.00	0.00%
	Dept: PSYCHOLOGICAL SERVICES - 127	\$198,012.33	\$169,084.09	\$169,084.09	\$28,928.24	\$28,928.24	\$0.00	0.00%
01.302.130.3300.06.43	SPED TRANSPORTATION- COLLABOR.	\$44,187.91	\$44,187.91	\$44,187.91	\$0.00	\$0.00	\$0.00	0.00%
01.302.130.3300.06.44	SPED TRANSPORTATION - DAY SCHO	\$87,290.65	\$87,290.65	\$87,290.65	\$0.00	\$0.00	\$0.00	0.00%
01.302.130.3300.06.47	SPED TRANSPORTATION - INTEGRAT	\$65,250.00	\$65,250.00	\$65,250.00	\$0.00	\$0.00	\$0.00	0.00%
01.302.130.3300.06.49	SPED TRANSPORTATION - EXTRA CU	\$151.25	\$151.25	\$151.25	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SPED TRANSPORTATION - 130	\$196,879.81	\$196,879.81	\$196,879.81	\$0.00	\$0.00	\$0.00	0.00%
01.302.133.9300.06.13	TUITION PRIVATE SCHOOLS	\$144,389.52	\$144,389.52	\$144,389.52	\$0.00	\$0.00	\$0.00	0.00%
01.302.133.9400.06.13	TUITION COLLABORATIVES	\$251,900.65	\$251,900.65	\$251,900.65	\$0.00	\$0.00	\$0.00	0.00%
	Dept: SPED PROGRAMS W/OTHERS - 133	\$396,290.17	\$396,290.17	\$396,290.17	\$0.00	\$0.00	\$0.00	0.00%
Grand Total:		\$6,488,439.70	\$5,872,203.51	\$5,872,203.51	\$616,236.19	\$602,391.65	\$13,844.54	0.21%

End of Report

Marion Public Schools

FY22-23 APPROVED BCAHS BUDGET

From Date: 7/1/2022

To Date: 6/30/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.307.079.3300.06.48	BRISTOL AGGIE TRANSPORTATION	\$45,000.00	\$28,440.00	\$28,440.00	\$16,560.00	\$0.00	\$16,560.00	36.80%
	Dept: TRANSPORTATION - 079	\$45,000.00	\$28,440.00	\$28,440.00	\$16,560.00	\$0.00	\$16,560.00	36.80%
01.307.097.9100.06.36	BRISTOL AGGIE TUITION	\$22,245.30	\$21,609.57	\$21,609.57	\$635.73	\$0.00	\$635.73	2.86%
	Dept: PROGRAM WITH OTHERS - 097	\$22,245.30	\$21,609.57	\$21,609.57	\$635.73	\$0.00	\$635.73	2.86%
01.307.500.8200.06.36	BRISTOL COUNTY AGRICULTURAL DE	\$5,401.00	\$5,979.66	\$5,979.66	(\$578.66)	\$0.00	(\$578.66)	-10.71%
	Dept: DEBT SERV CAPITAL SHORT TERM - 500	\$5,401.00	\$5,979.66	\$5,979.66	(\$578.66)	\$0.00	(\$578.66)	-10.71%
Grand Total:		\$72,646.30	\$56,029.23	\$56,029.23	\$16,617.07	\$0.00	\$16,617.07	22.87%

End of Report



Old Rochester Regional School District Massachusetts Superintendency Union #55

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

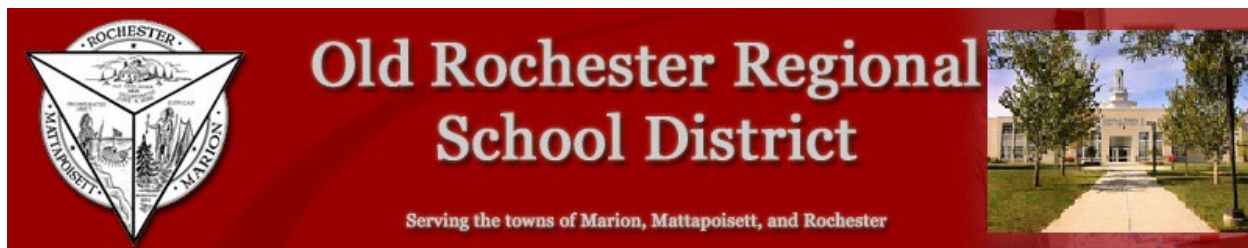
Food Service Director's Report: Aug/Sept 2023
Sippican Elementary

Directors Update:

- 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.
- Successfully passed our 1st annual Board of Health Inspection.
- We look forward to a great new school year ahead and feeding all of our children!
- Fun Fact: SY 22-23 Sippican served 12,133 breakfast meals and 37,730 lunch meals for the year!

SY 23					SY 24			
		%	Lunch Counts	%	Breakfast Counts	%	Lunch Counts	%
August	100	13%	288	36%				
September	1431	19%	4049	54%				
October	1471	20%	4139	56%				
November	1195	19%	3585	57%				
December	1035	17%	3497	58%				
January	1175	17%	4104	59%				
February	980	18%	3195	58%				
March	1635	19%	5125	60%				
April	1053	20%	3209	60%				
May	1347	18%	4334	57%				
June	711	17%	2205	58%				

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: September 2023

Sippican Elementary School

- All firefighting systems have been inspected/tested including the ANSUL (kitchen fire suppression system), fire sprinkler, kitchen hoods and stationary fire extinguishers.
- Conducted annual air quality testing of facility.
- The boilers have been cleaned, serviced and inspected.
- Town finished excavating new rear playground site.
- Ordered EWF in support of the Sippican Garden Project.
- Conducted routine maintenance on all facility systems.

Sincerely,

Gene Jones

Director of Facilities

Office: 508-758-2772 x1954

Cell: 508-509-6763

E-Mail: eugenejones@oldrochester.org

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

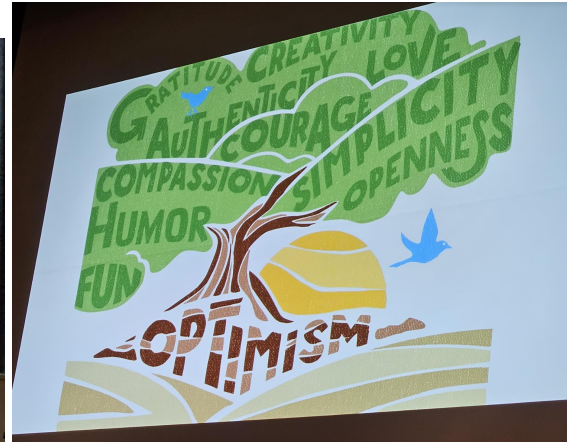
From: Marla Brown, Principal
Re: Principal's Report
Date: September 8, 2023



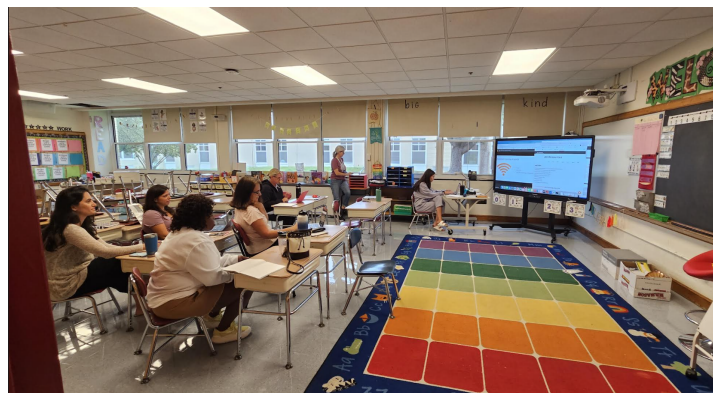
Building and Grounds: I would like to publicly thank the Town of Marion and our own Gene Jones and Cody Leonardo and their teams for their hard work preparing for the beginning of the school year. Our school community is blessed to have a community that cares so much about our learning spaces.



Opening Day: The beginning of the school year kicked off with our own Niah Gonzalez (Project 351 influencer) introducing the guest speaker, Steve Gross who spoke to the district about the power of optimism. We will be focussing on his message throughout the school year.



Professional Development: Our first PD day focussed on rolling out our new literacy program. Teachers gathered together to wrap their heads around the new resources and assessments. Science teachers worked with Open Sci Ed materials. Other departments had a chance to begin reviewing and updating curriculum units.



Project 351: Students that took part in the Project 351 program last year started the year off right! They met at the High School to kick off the year with a pizza party, discussion with ORR Alum Noah Fernandes, and time to make posters to welcome back staff. The Sippican crew is just awesome. Stay tuned for more on their impact here at Sippican!



Open House: Our open house was attended by MOST Sippican families. Teachers welcomed families and students enjoyed connecting with friends and classmates. We appreciated Vase's welcome and support.



SRO (Officer Tracy): We are excited to welcome Officer Tracy to Sippican School! He is already becoming a member of the team. He welcomed students with us on Open House night, he met with Mr. C and each grade level to be introduced to the students and to learn about expected behaviors. He has also been connecting with students at lunch, recess and reading to classes.



Playground Update: The ground is being prepared for the extension of the back playground. We look forward to the installation of the new equipment in the coming weeks.



Sippican Garden: Our collaboration with the Marion Institute is underway! The team has been working hard to clean out the garden and to build the raised beds. We will begin planning the instructional piece for our third graders in the coming weeks.



Best,

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