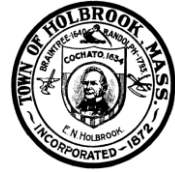


Holbrook Public Schools
245 South Franklin Street
Holbrook, MA 02343



MINUTES OF THE HOLBROOK SCHOOL COMMITTEE MEETING
Holbrook Middle-High Auditorium
November 15, 2023
6:00pm

In Attendance: Nancy Alterio, School Committee Chairperson
Barbara Davis, School Committee Vice Chairperson
Renee Malvesti, School Committee Secretary
Fred White, School Committee Member (Arrived at 6:13pm)
Julie Hamilton, Superintendent of Schools
Christine Suckow, School Business Administrator
Stefanie DeRosa, Curriculum Director
Josh Tarsky, Holbrook Middle-High School Principal
Rob King, Director of Technology
Rob Compton, Special Education Director
Bridget Baker, School Committee Recording Secretary
(2) Student council members

Attachments

- Draft School Committee Goals
- 1st Reading Policy DJ – Purchasing
- 1st Reading Policy DJA – Purchasing Authority
- 1st Reading Policy DJE – Bidding Requirements
- 1st Reading Policy EFE – Civil Rights Complaint Policy for Child Nutrition Programs
- 1st Reading Policy GBA – Equal Employment Opportunity
- 1st Reading Policy GBEA – Staff Ethics/Conflict of Interest
- 1st Reading Policy GBEB – Staff Conduct
- 1st Reading Policy GBEC – Gifts to and Solicitations by Staff
- 1st Reading Policy GBEBD – Online Fundraising and Solicitations – Crowdfunding
- 1st Reading Policy GBEC – Drug-Free Workplace Policy
- 1st Reading Policy GBED – Tobacco Use on School Property by Staff Members Prohibited
- 1st Reading Policy GBGB – Staff Personal Security and Safety
- 1st Reading Policy GBI – Staff Participation in Political Activities
- 1st Reading Policy GBJ – Personnel Records
- 1st Reading Policy GCA – Professional Staff Positions
- 1st Reading Policy GCBA – Professional Staff Salary Schedules
- 1st Reading Policy GCBB – Employment of Principals
- 1st Reading Policy GCE – Professional Staff Recruiting/Posting of Vacancies
- 1st Reading Policy GCF – Professional Staff Hiring
- 1st Reading Policy GCG – Substitute Professional Staff Employment
- 1st Reading Policy GCIA – Philosophy of Staff Development
- 1st Reading Policy GCJ – Professional Teacher Status
- 1st Reading Policy GCK – Professional Staff Assignments and Transfers

- 1st Reading Policy GCRD – Tutoring for Pay
- 1st Reading Policy GDO – Evaluation of Support Staff
- 1st Reading Policy GDA – Support Staff Positions
- 1st Reading Policy IMGA – Service Animals in Schools
- 1st Reading Policy IGA/IGD – Curriculum Development and Adoption
- 1st Reading Policy LBC-E – Criteria for Approval of a Private School by a School Committee
- 1st Reading Policy JICFB-E-1 – Bullying, Harassment, or Intimidation Reporting Form
- 1st Reading Policy JICFB-E-2 – Bullying, Harassment, or Intimidation Investigation Form
- 1st Reading Policy JICFB-E-3 – Bullying Follow-Up Letter
- 3rd Reading Policy BEDH – Public Participation at School Committee Meetings
- 3rd Reading Policy DGD – Credit Card Use Policy
- 3rd Reading Policy DGD-E – Credit Card Issuance Agreement
- 3rd Reading Policy EB – Safety Program
- 3rd Reading Policy EBAB – Pest Management Policy
- 3rd Reading Policy EBB – First Aid
- 3rd Reading Policy EBC – Emergency Plans
- 3rd Reading Policy EBCD – Emergency Closings
- 3rd Reading Policy EC – Buildings and Grounds Management
- 3rd Reading Policy ECA – Buildings and Grounds Security
- 3rd Reading Policy ECAF – Security Cameras in Schools
- 3rd Reading Policy EEA – Student Transportation Services
- 3rd Reading Policy EEAA – Walkers and Riders
- 3rd Reading Policy EEAE – School Bus Safety Program
- 3rd Reading Policy EEAEA – Bus Driver Examination and Training
- 3rd Reading Policy EEAB – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- 3rd Reading Policy EEAEC (also JICC) – Student Conduct on School Bus
- 3rd Reading Policy EEAG – Student Transportation in Private Vehicles
- 3rd Reading Policy EFC – Free and Reduced-Price Food Services
- 3rd Reading Policy FF – Naming District Schools, Facilities and Grounds
- 3rd Reading Policy HA – Negotiations Goals
- 3rd Reading Policy HB – Negotiations Legal Status
- 3rd Reading Policy HF – School Committee Negotiating Agents
- 3rd Reading Policy IHBG – Home School Policy
- 3rd Reading Policy IHBG-E-1 – Notice of Intent to Pursue a Program of Home Education
- 3rd Reading Policy IHBG-E-2 – Notice of Intent to Pursue a Program of Home Education
- 3rd Reading Policy JJF-E-1 – Student Activities Funds Management
- 3rd Reading Policy JJF-E-2 – Holbrook Public Schools Student Activity Accounts Policies and Procedures
- 3rd Reading Policy KA – School/Community Relations Goals
- 3rd Reading Policy KBA – School/Parent Relations Goals
- 3rd Reading Policy KBE – Relations with Parent/Booster Organizations
- 3rd Reading Policy KDB – Public’s Right to Know
- 3rd Reading Policy KDD – News Media Relations/News Releases
- 3rd Reading Policy KE – Public Complaints
- 3rd Reading Policy LBC – Relations with Nonpublic Schools
- Policies to be deleted:
 - Policy IE – Organization of Instruction

- Policy IGD – Curriculum Adoption
 - Policy IL – Evaluation of Instructional Programs
 - Policy IMA – Teaching Activities/Presentations
 - September 20, 2023 School Committee Minutes
-

The meeting was called to order at 6:00 pm by Ms. Alterio.

The Pledge of Allegiance was recited.

Resident's Concerns

None

Student Advisory

Members of the student advisory reported on recent and upcoming events and well as athletic, fundraiser and club updates. Some of which were Sebastian Velarde and Amelia Nunes were named Homecoming king and queen, senior parent college information night took place as well as parent teacher conferences.

Adams Scholarship Recipients

John and Abigail Adams scholarship recipients were recognized for scoring at the Advanced performance level on one of the three high school state assessment tests in ELA, Mathematics, or STE (Biology, Chemistry, Introductory Physics, or Technology/Engineering); and scoring at the Proficient level or higher on the remaining two high school state assessment tests; and have combined scores from the three tests that place them in the top 25 percent of students in the graduating class in their district.

College Board Recognitions

The below students at Holbrook Middle-High School earned academic honors from the College Board National Recognition Programs:

- Arthur Xavier: National Hispanic Recognition Award
- Jshawa Solomon: National African American Recognition Award
- Kayle-Ann Yearwood: National African American Recognition Award

Superintendent Report

Homecoming took place at the Holbrook Middle-High School as well as the Sean Joyce 5K run.

The John F. Kennedy Elementary School had their annual Veteran's Day presentation and the 5th grade after school Robotics club worked on a team to build cars and raced them down the JFK hallways.

At the Holbrook Middle-High School members of the Junior class travelled with Ms. Welch to Salem for a culmination of the play *The Crucible* which they read in English class. There was also a very successful Career Expo on campus last week and there was a live reveal for the spring musical which was Sponge Bob Square Pants the musical. We have an ongoing relationship with MCC which is Middlesex Community College for dual enrollment to help students earn credits for college as well as credits to graduate high school. Bridgewater State University came and did their on the spot acceptances.

In District-wide new MCAS results went home the week of October 9th and the results will be presented later in this meeting.

MCAS Presentation

Ms. DeRosa presented on the MCAS results. State officials from DESE report that students are making progress in both ELA and Math but that the scores still lag behind compared to years before the pandemic. Overall students meeting or exceeding expectations in both math and ELA increased from 2022 to 2023 in grades 3-8. At the high school level, the percentage of students remained the same - +2 percentage points in math and +1 percentage point in ELA. Ms. DeRosa went through the detail by grades and highlighted action steps for moving forward.

Ms. Malvesti asked, at the elementary level the *What I need block* is for 1-3, what about kindergarten students and getting early intervention to those students? Kindergarten timeline is different, they are assessing now in November. In the meantime, the two reading specialist and the Title I teachers have been going into the kindergarten classroom doing awareness activities since the beginning of the year.

Ms. Malvesti also asked is the support we now have enough? Ms. DeRosa responded yes.

Financial Update

Ms. Suckow presented that everything is on track.

Personnel

New Hires

- Glen Allshouse, Crossing Guard, Holbrook School District, effective September 19, 2023
- Raquel Andrade, Custodian, Holbrook School District, effective September 18, 2023
- Marcus Burden, Custodian, Holbrook School District, effective August 31, 2023
- Brooke Doherty, 0.6 Holbrook Middle-High School Administrative Assistant, effective September 18, 2023

Resignations

- Candice D'Agati, Crossing Guard, Holbrook School District, effective September 15, 2023
- Keith Lenane, Custodian, Holbrook School District, effective August 11, 2023

DECCA overnight field trip on December 7th Seacrest in Falmouth.

Mr. Tarsky presented on the DECCA overnight field trip to the Seacrest in Falmouth on December 7th.

Discussion Items

Instrument donation for the Holbrook Public Schools from Jennifer Hawes) Old Ambassador Trumpet, Bundy Trumpet, King Cornet, Bundy Clarinet, Armstrong Clarinet, King Trombone), estimated value \$600)

Very grateful for the generous donation.

School Committee Goals

No changes. The goals are aligned with the superintendent's plan and strategic plan.

1st Readings

1st Reading Policy DJ – Purchasing

1st Reading Policy DJA – Purchasing Authority

1st Reading Policy DJE – Bidding Requirements

1st Reading Policy EFE – Civil Rights Complaint Policy for Child Nutrition Programs

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1st Reading Policy JICFB-E-3 – Bullying Follow-Up Letter

Policies to be deleted

Policy IE – Organization of Instruction
Policy IGD – Curriculum Adoption
Policy IL – Evaluation of Instructional Programs
Policy IMA – Teaching Activities/Presentations

MASC update

Superintendent Hamilton announced that the MASC Chair position was awarded to Barbara Davis.

3rd Readings

3rd Reading Policy BEDH – Public Participation at School Committee Meetings
3rd Reading Policy DGD – Credit Card Use Policy
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3rd Reading Policy KDB – Public’s Right to Know
3rd Reading Policy KDD – News Media Relations/News Releases
3rd Reading Policy KE – Public Complaints
3rd Reading Policy LBC – Relations with Nonpublic Schools

September 20, 2023 School Committee Minutes

No changes or updates.

School Committee subcommittee member reports

None.

School Committee member reports

Ms. Davis attended the MASS/MASC conference and will make a fuller report next month after she goes through all the information she received. Ms. Davis also requested moving the December 13th school committee meeting to the 14th so everyone can attend the winter concert.

Ms. Davis reported that the Opioid settlement subcommittee has had several meetings and a survey has gone out on social media and requested it be added to both the JFK and HMHS websites.

Action items

Instrument Donation

Mr. White made a motion to approve the instrument donation from Jennifer Hawes, estimated value \$600.

Voted:

(White/Malvesti) made a motion to approve the instrument donation from Jennifer Hawes, estimated value \$600.

4-0-0

School Committee Goals

Mr. White made a motion to approve the School Committee Goals as presented.

Voted:

(White/Malvesti) made a motion to approve the School Committee Goals as presented.

4-0-0

3rd Readings

Mr. White made a motion to approve the third readings of 3rd Reading Policy BEDH – Public Participation at School Committee Meetings, 3rd Reading Policy DGD – Credit Card Use Policy 3rd Reading Policy DGD-E – Credit Card Issuance Agreement, 3rd Reading Policy EB – Safety Program, 3rd Reading Policy EBAB – Pest Management Policy, 3rd Reading Policy EBB – First Aid 3rd Reading Policy EBC – Emergency Plans, 3rd Reading Policy EBCD – Emergency Closings, 3rd Reading Policy EC – Buildings and Grounds Management, 3rd Reading Policy ECA – Buildings and Grounds Security, 3rd Reading Policy ECAF – Security Cameras in Schools, 3rd Reading Policy EEA – Student Transportation Services, 3rd Reading Policy EEAA – Walkers and Riders, 3rd Reading Policy EEAE – School Bus Safety Program, 3rd Reading Policy EEAEA – Bus Driver Examination and Training, 3rd Reading Policy EEAB – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers, 3rd Reading Policy EEAE (also JICC) – Student Conduct on School Bus, 3rd Reading Policy EEAG – Student Transportation in Private Vehicles, 3rd Reading Policy EFC – Free and Reduced-Price Food Services, 3rd Reading Policy FF – Naming District Schools, Facilities and Grounds, 3rd Reading Policy HA – Negotiations Goals, 3rd Reading Policy HB – Negotiations Legal Status, 3rd Reading Policy HF – School Committee Negotiating Agents, 3rd Reading Policy IHBG – Home School Policy, 3rd Reading Policy IHBG-E-1 – Notice of Intent to Pursue a Program of Home Education, 3rd Reading Policy IHBG-E-2 – Notice of Intent to Pursue a Program of Home Education 3rd Reading Policy JJF-E-1 – Student Activities Funds Management, 3rd Reading Policy JJF-E-2 – Holbrook Public Schools Student Activity Accounts Policies and Procedures, 3rd Reading Policy KA – School/Community Relations Goals, 3rd Reading Policy KBA – School/Parent Relations Goals 3rd Reading Policy KBE – Relations with Parent/Booster Organizations, 3rd Reading Policy KDB – Public’s Right to Know, 3rd Reading Policy KDD – News Media Relations/News Releases 3rd Reading Policy KE – Public Complaints and 3rd Reading Policy LBC – Relations with Nonpublic Schools as presented.

Voted:

(White/Malvesti) made a motion to approve the third readings of 3rd Reading Policy BEDH – Public Participation at School Committee Meetings, 3rd Reading Policy DGD – Credit Card Use Policy 3rd Reading Policy DGD-E – Credit Card Issuance Agreement, 3rd Reading Policy EB – Safety Program, 3rd Reading Policy EBAB – Pest Management Policy, 3rd Reading Policy EBB – First Aid 3rd Reading Policy EBC – Emergency Plans, 3rd Reading Policy EBCD – Emergency Closings, 3rd Reading Policy EC – Buildings and Grounds Management, 3rd Reading Policy ECA – Buildings and Grounds Security, 3rd Reading Policy ECAF – Security Cameras in Schools, 3rd Reading Policy EEA – Student Transportation Services, 3rd Reading Policy EEAA – Walkers and Riders, 3rd Reading Policy EEAE – School Bus Safety Program, 3rd Reading Policy EEAEA – Bus Driver Examination and Training, 3rd Reading Policy EEAB – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers, 3rd Reading Policy EEAE (also JICC) – Student Conduct on School Bus, 3rd Reading Policy EEAG – Student Transportation in Private Vehicles, 3rd Reading Policy EFC – Free and Reduced-Price Food Services, 3rd Reading Policy FF – Naming District Schools, Facilities and Grounds, 3rd Reading Policy HA – Negotiations Goals, 3rd Reading Policy HB – Negotiations Legal Status, 3rd Reading Policy HF – School Committee Negotiating Agents, 3rd Reading Policy IHBG –

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4-0-0

Policies to be deleted

Mr. White made a motion to approve deleting Policy IE – Organization of Instruction, Policy IGD – Curriculum Adoption, Policy IL – Evaluation of Instructional Programs and Policy IMA – Teaching Activities/Presentations.

Voted:

(White/Malvesti) made a motion to approve deleting Policy IE – Organization of Instruction, Policy IGD – Curriculum Adoption, Policy IL – Evaluation of Instructional Programs and Policy IMA – Teaching Activities/Presentations.

4-0-0

September 20, 2023 School Committee Minutes

Mr. White made a motion to approve the September 20, 2023 School Committee Minutes as presented.

Voted:

(White/Malvesti) made a motion to approve the September 20, 2023 School Committee Minutes as presented.

4-0-0

Old Business

None.

New Business

None.

ADJOURN or VOTE TO CONTINUE

Voted: (White/Davis) The School Committee made a motion to adjourn the regular School Committee Meeting of October 18, 2023 at 7:18pm.

4-0-0

Respectfully submitted,

Bridget Baker

Recording Secretary