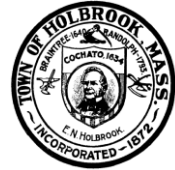


Holbrook Public Schools
245 South Franklin Street
Holbrook, MA 02343



MINUTES OF THE HOLBROOK SCHOOL COMMITTEE MEETING
Holbrook Middle-High School Auditorium
January 17, 2024
6:00pm

In Attendance: Nancy Alterio, School Committee Chairperson
Renee Malvesti, School Committee Secretary
Fred White, School Committee Member (Arrived at 6:13pm)
Julie Hamilton, Superintendent of Schools
Stefanie DeRosa, Curriculum Director
Josh Tarsky, Holbrook Middle-High School Principal
Mallory Stevens, John F. Kennedy Principal
Rob King, Director of Technology
Rob Compton, Special Education Director
Michael Bolger, Facilities Director
Bridget Baker, School Committee Recording Secretary

Attachments

- 1st Reading Policy BHE – Use of electronic messaging by School Committee members
- 1st Reading Policy EFC – Universal Free School Meals
- 1st Reading Policy EFD – School Nutrition Program Charge Policy
- 1st Reading Policy EHAA – District Security Relating to Technology
- 1st Reading Policy EHB – Data and Records Retention
- 1st Reading Policy GBEE – Personnel Use of Technology
- 1st Reading Policy IJND – Access to digital resources
- 1st Reading Policy IJNDB – Use of Technology in Instruction
- 1st Reading Policy IJNDC – Acceptable Use of Digital Resources
- 1st Reading Policy JICJ – Student Use of Technology in Schools
- 1st Reading Policy KDC – Community Use of Digital Resources
- 1st Reading Policy KDCB – District Website and Social Media
- 3rd Reading Policy DJ – Purchasing
- 3rd Reading Policy DJA – Purchasing Authority
- 3rd Reading Policy DJE – Bidding Requirements
- 3rd Reading Policy EFE – Civil Rights Complaint Policy for Child Nutrition Programs
- 3rd Reading Policy GBA – Equal Employment Opportunity
- 3rd Reading Policy GBEA – Staff Ethics/Conflict of Interest
- 3rd Reading Policy GBEB – Staff Conduct
- 3rd Reading Policy GBEBE – Gifts to and Solicitations by Staff
- 3rd Reading Policy GBEBD – Online Fundraising and Solicitations – Crowdfunding
- 3rd Reading Policy GBEC – Drug-Free Workplace Policy
- 3rd Reading Policy GBED – Tobacco Use on School Property by Staff Members Prohibited
- 3rd Reading Policy GBGB – Staff Personal Security and Safety
- 3rd Reading Policy GBI – Staff Participation in Political Activities

- 3rd Reading Policy GBJ – Personnel Records
 - 3rd Reading Policy GCA – Professional Staff Positions
 - 3rd Reading Policy GCBA – Professional Staff Salary Schedules
 - 3rd Reading Policy GCBB – Employment of Principals
 - 3rd Reading Policy GCE – Professional Staff Recruiting/Posting of Vacancies
 - 3rd Reading Policy GCF – Professional Staff Hiring
 - 3rd Reading Policy GCG – Substitute Professional Staff Employment
 - 3rd Reading Policy GCIA – Philosophy of Staff Development
 - 3rd Reading Policy GCJ – Professional Teacher Status
 - 3rd Reading Policy GCK – Professional Staff Assignments and Transfers
 - 3rd Reading Policy GCRD – Tutoring for Pay
 - 3rd Reading Policy GDO – Evaluation of Support Staff
 - 3rd Reading Policy GDA – Support Staff Positions
 - 3rd Reading Policy IMGA – Service Animals in Schools
 - 3rd Reading Policy IGA/IGD – Curriculum Development and Adoption
 - 3rd Reading Policy JICFB-E-1 – Bullying, Harassment, or Intimidation Reporting Form
 - 3rd Reading Policy JICFB-E-2 – Bullying, Harassment, or Intimidation Investigation Form
 - 3rd Reading Policy JICFB-E-3 – Bullying Follow-Up Letter
 - 3rd Reading Policy LBC-E – Criteria for Approval of a Private School by a School Committee
 - November 15, 2023 School Committee Minutes
-

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

The Pledge of Allegiance was recited.

Public Participation

None.

Superintendent Report

John F. Kennedy Elementary School

The John F. Kennedy Elementary School has had the Snowball Slam that started this week which is a fun incentive for students to promote reading. The MCAS schedules have posted and those tests will be given in April and May. The superintendent and the curriculum director did some walk throughs during the literacy block and were able to see the Orton Gillingham lessons in action. The second section of robotics junior has started.

Holbrook Middle-High School

College acceptances are coming in with some very competitive schools. Midterms started today and will run through the rest of the week. There will be a winter semiformal for students in grades 6-8 and will be held on February 16th. Students for Holbrook Middle-High School have been presenting their capstones projects. Students also attended Bridgewater State's City Lab which is a science outreach program that provides hands-on inquiry-based laboratory activities. The Holbrook Middle-high School is putting together a project called *Hometown High School*. The goal of this program is to promote and market the wonderful things happening at Holbrook Middle-High School.

District-Wide

Annual access testing is happening with our ELL population. DESE review is coming up for (Every Student Succeeds Act) ESSA. This review will take place in February and the ESL program review will take place in March. Our new district website launched after the Christmas break.

Student Advisory

Midterms started today and grades close on Friday with the new term starting on Monday. Planning for Read Across America at the JFK is underway where students from the Holbrook Middle-High School read to the elementary school students. Upcoming is the student trip to Italy. Robotics just kicked off their build season with their competitions starting in March. On January 25th they had the Mr. Monteith Tip-off classic.

JFK Student Presentation

Table until next meeting

Champions Program Presentation

Kaitlin Grant, Champions Area Manager, and her team presented on the Champions program that is provided for before and after school care for students.

Financial Update

All is going smoothly with no issues/concerns to report.

Personnel

New Hires

- Susan McEvoy, School Nurse, Holbrook School District, effective January 2, 2024
- Kelly Watson, Food Service Worker, Holbrook School District, effective January 3, 2024

Discussion Items

2024 School Committee Meeting Schedule

Ms. Davis requested moving the upcoming school committee meetings from Wednesday's to Thursday's. The proposed dates would be February 8, 2024, March 14, 2024, April 11, 2024, May 9, 2024 and June 13, 2024.

1st Readings

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- 1st Reading Policy KDCB – District Website and Social Media

Slight changes recommended by MASC.

3rd Readings

- 3rd Reading Policy DJ – Purchasing
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- 3rd Reading Policy LBC-E – Criteria for Approval of a Private School by a School Committee

December 14, 2023 School Committee Minutes

No changes or updates.

School Committee subcommittee member reports

None.

School Committee member reports

None.

Action items

2024 School Committee Meeting Schedule

Mr. White made a motion to approve the new school committee meeting schedule of February 8, 2024, March 14, 2024, April 11, 2024, May 9, 2024 and June 13, 2024.

Voted:

(White/Malvesti) made a motion to approve the new school committee meeting schedule of February 8, 2024, March 14, 2024, April 11, 2024, May 9, 2024 and June 13, 2024.

3-0-0

Third Reading of policies DJ – Purchasing, DJA – Purchasing Authority, DJE – Bidding Requirements, EFE – Civil Rights Complaint Policy for Child Nutrition Programs, GBA – Equal Employment Opportunity, GBEA – Staff Ethics/Conflict of Interest, GBEB – Staff Conduct, GBEBE – Gifts to and Solicitations by Staff, GBEBD – Online Fundraising and Solicitations – Crowdfunding, GBEC – Drug-Free Workplace Policy, GBED – Tobacco Use on School Property by Staff Members Prohibited, GBGB – Staff Personal Security and Safety, GBI – Staff Participation in Political Activities, GBJ – Personnel Records, GCA – Professional Staff Positions, GCBA – Professional Staff Salary Schedules, GCBB – Employment of Principals, GCE – Professional Staff Recruiting/Posting of Vacancies, GCF – Professional Staff Hiring, GCG – Substitute Professional Staff Employment, GCIA – Philosophy of Staff Development, GCJ – Professional Teacher Status, GCK – Professional Staff Assignments and Transfers, GCRD – Tutoring for Pay, GDO – Evaluation of Support Staff, GDA – Support Staff Positions, IMGA – Service Animals in Schools, IGA/IGD – Curriculum Development and Adoption, JICFB-E-1 – Bullying, Harassment, or Intimidation Reporting Form, JICFB-E-2 – Bullying, Harassment, or Intimidation Investigation Form, JICFB-E-3 – Bullying Follow-Up Letter and LBC-E – Criteria for Approval of a Private School by a School Committee.

Mr. White made a motion to approve the third Reading of policies DJ – Purchasing, DJA – Purchasing Authority, DJE – Bidding Requirements, EFE – Civil Rights Complaint Policy for Child Nutrition Programs, GBA – Equal Employment Opportunity, GBEA – Staff Ethics/Conflict of Interest, GBEB – Staff Conduct, GBEBE – Gifts to and Solicitations by Staff, GBEBD – Online Fundraising and Solicitations – Crowdfunding, GBEC – Drug-Free Workplace Policy, GBED – Tobacco Use on School Property by Staff Members Prohibited, GBGB – Staff Personal Security and Safety, GBI – Staff Participation in Political Activities, GBJ – Personnel Records, GCA – Professional Staff Positions, GCBA – Professional Staff Salary Schedules, GCBB – Employment of Principals, GCE – Professional Staff Recruiting/Posting of Vacancies, GCF – Professional Staff Hiring, GCG – Substitute Professional Staff Employment, GCIA – Philosophy of Staff Development, GCJ – Professional Teacher Status, GCK – Professional Staff Assignments and Transfers, GCRD – Tutoring for Pay, GDO – Evaluation of Support Staff, GDA – Support Staff Positions, IMGA – Service Animals in Schools, IGA/IGD – Curriculum Development and Adoption, JICFB-E-1 – Bullying, Harassment, or Intimidation Reporting Form, JICFB-E-2 – Bullying, Harassment, or Intimidation Investigation Form, JICFB-E-3 – Bullying Follow-Up Letter and LBC-E – Criteria for Approval of a Private School by a School Committee. as presented.

Voted:

(White/Malvesti) made a motion to approve the third Reading of policies DJ – Purchasing, DJA – Purchasing Authority, DJE – Bidding Requirements, EFE – Civil Rights Complaint Policy for Child Nutrition Programs, GBA – Equal Employment Opportunity, GBEA – Staff Ethics/Conflict of Interest, GBEB – Staff Conduct, GBEBE – Gifts to and Solicitations by Staff, GBEBD – Online Fundraising and Solicitations – Crowdfunding, GBEC – Drug-Free Workplace Policy, GBED – Tobacco Use on School Property by Staff Members Prohibited, GBGB – Staff Personal Security and Safety, GBI – Staff Participation in Political Activities, GBJ – Personnel Records, GCA – Professional Staff Positions, GCBA – Professional Staff Salary Schedules, GCBB – Employment of Principals, GCE – Professional Staff Recruiting/Posting of Vacancies, GCF – Professional Staff Hiring, GCG – Substitute Professional Staff Employment, GCIA – Philosophy of Staff Development, GCJ – Professional Teacher Status, GCK – Professional Staff Assignments and Transfers, GCRD – Tutoring for Pay, GDO – Evaluation of Support Staff, GDA – Support Staff Positions, IMGA – Service Animals in Schools, IGA/IGD – Curriculum Development and Adoption, JICFB-E-1 – Bullying, Harassment, or Intimidation Reporting Form, JICFB-E-2 – Bullying, Harassment, or Intimidation Investigation Form,

JICFB-E-3 – Bullying Follow-Up Letter and LBC-E – Criteria for Approval of a Private School by a School Committee as presented.

3-0-0

December 14, 2023 School Committee Minutes

Mr. White made a motion to approve the December 14, 2023 School Committee Minutes as presented.

Voted:

(White/Malvesti) made a motion to approve the December 14, 2023 School Committee Minutes as presented.

3-0-0

Old Business

None.

New Business

None.

ADJOURN or VOTE TO CONTINUE

Voted: (Malvesti/White) The School Committee made a motion to adjourn the regular School Committee Meeting of January 17, 2024 at 6:40pm.

3-0-0

Respectfully submitted,

Bridget Baker

Recording Secretary