MARION SCHOOL COMMITTEE MEETING MARION PUBLIC SCHOOLS Marion, Massachusetts

February 8, 2024 REGULAR MEETING MINUTES 16 Spring Street, Marion, MA 02738

Regular meeting of the Marion School Committee was held on Thursday, February 8, 2024 and called to order by Chairperson Nye, at 6:34pm.

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); Doreen Lopes, Early Childhood Director (in-person); Peter Crisafulli, Assistant Principal (in-person); Melissa Wilcox, Recording Secretary (in-person); staff, parents, members of the press and public.

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.*

I. Approval of Minutes:

A. Minutes

Regular Meeting Minutes - November 29, 2023

MOTION: by Ms. Daniel to accept the meeting minutes of November 29, 2023 as presented

SECONDED: Ms. Beauregard

MOTION PASSED 4:0 (Smith abstain)

Budget Subcommittee Meeting Minutes – December 7, 2023

MOTION: by Ms. Nye McGaffey to accept the meeting minutes of December 7, 2023 as presented

SECONDED: Ms. Nye

MOTION PASSED 2:0 (Ms. Nye McGaffey and Ms. Nye)

IV. General

A. FY25 Initial Budget Discussion

Recommendation:

That the School Committee review and discuss the FY25 Budget.

Superintendent Nelson discussed the budget subcommittee met earlier today and explained they are working on a level service budget. The cost of doing business is driving the proposed budget including staffing and contract obligations, utilities, transportation, student services and technology needs. He is going to have a preliminary meeting with town officials as supported by the subcommittee in the near future as the anticipated increase is greater than in recent years.

B. Approval of Donation(s)

Recommendation:

That the School Committee review for approval the following donations:

\$500 donation from the Cape Cod 5 Foundation for Ms. Sarah Jacques' project Sippican Snack Squad.

MOTION: by Ms. Smith to accept the Cape Cod 5 donation as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

\$2,080.77 donation from Shutterfly.

MOTION: by Ms. Smith to accept the Shutterfly donation in the amount of \$2,080.77 as presented

SECONDED: Ms. Daniel

\$1,895.30 donation from Art to Remember.

MOTION: by Ms. Smith to accept the Art to Remember donation in the amount of \$1,895.30 as

presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

C. Approval of Grant(s)

Recommendation:

That the School Committee review the following grants:

Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,321.

Superintendent Nelson informed the school committee that this entitlement grant is specifically for the roll out of the new IEP.

MOTION: by Ms. Smith to accept the Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA)

Federal Targeted Special Education Program Improvement Grant in the amount of \$8,321 as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000.

Superintendent Nelson informed the school committee that this grant was offered to all of our districts to run the acceleration academies in February and April vacations, which are part of the Superintendent's Goals. This grant is to support the efforts of running these programs.

MOTION: by Ms. Smith to accept the Fund Code 125 Math Acceleration Academies Grant in the amount of

\$50,000 as presented SECONDED: Ms. Daniel MOTION PASSED 5:0

School Committee Feedback:

Chairperson Nye thanked the administration for their efforts to obtain these grants. Superintendent Nelson also thanked the staff that works during the school vacations at the academies.

D. Approval of School Health Unit Application

Recommendation:

That the School Committee discuss for approval of the School Health Unit Application through the Massachusetts Department of Public Health. This application is submitted by Megan Morais, School Nurse for Sippican School on behalf of the district, it has been endorsed and signed by the nurse, school physician Dr. Steven Mendes and Superintendent of Schools, Mr. Michael S. Nelson and it also needs the approval of the school committee.

Superintendent Nelson informed the school committee that this is an annual obligation giving Nurse Morais the ability to train and delegate medication.

MOTION: by Ms. Nye McGaffey to approve the School Health Unit Application as presented

SECONDED: Ms. Smith MOTION PASSED 5:0

E. Approval of READS Collaborative Agreement Amendment

Recommendation:

That the School Committee review for approval the READS Collaborative Agreement Amendment.

Superintendent Nelson informed the school committee that this updated agreement reflects new districts Whitman-Hanson and Brockton becoming part of the collaborative as supported by the school committee earlier this year.

MOTION: by Ms. Smith to approve the READS Collaborative Agreement Amendment as presented

SECONDED: Ms. Beauregard

MOTION PASSED 5:0

F. FY25 Initial School Choice Discussion

Recommendation:

That the School Committee discuss School Choice for FY25.

Superintendent Nelson informed the school committee that per the Chairperson's request this was added to the agenda earlier in the school year for an initial discussion about school choice. Historically, Sippican School has not accepted school choice students based on the committee's decision. The school committee can decide to participate or not, and if so, how many spots and in which grade to accept students. A lottery will be held and if a student is selected, they have the right to stay through 6th grade, even if the school committee decides to no longer accept school choice students in the future. He also informed the school committee that ORR is a separate district, so students would need to apply again for school choice for 7th grade. In terms of fiscal implications, for any school choice students, a \$5,000 reimbursement is received from the sending district which is less than the per pupil cost. If there are individual student services, there is also a certain percentage of additional reimbursement received.

School Committee Feedback:

Ms. Beauregard said she likes the idea of school choice and asked what the benefits of school choice are for the district. Superintendent Nelson said anytime you add a student from any town, it brings something new and different to the student body. Many districts weigh the financial funds that can be brought in but there are different viewpoints on that as well because you do not get the full per pupil cost. He asked the school committee to think about if they feel it enriches the school community and if it makes financial sense for the district.

Ms. Beauregard asked if this was something the district could absorb financially. Superintendent Nelson explained that part of the decision is looking at current enrollment to see what staffing and resources are already available based on enrollment.

Ms. Smith added that school choice has been at the high school for years and there was a time when the school committee considered removing it for budgetary reasons but they were able to offset some of the expenses. Ms. Daniel asked if our current staff can handle additional students and potential student services and would the staff be able to take on larger caseloads.

Ms. Nye commented that she feels it would be enriching to open the school but it is a blind lottery and the school committee needs to consider class sizes, current work load, budget and all of the variables.

G. Community Resource Animal Discussion

Recommendation:

That the School Committee discuss a community resource animal.

Superintendent Nelson reminded the school committee that Sippican has a School Resource Officer and his background includes K-9 handling. He has been discussing and exploring the possibility of a community resource animal at Sippican with Chief Nighelli and working with the District Attorney's office, Mr. Cruz. Grant funding was available and has been secured to cover expenses including initiatives like this at schools. He has also had preliminary discussions with the Town to determine what needs to take place. The district does already have policy in place for animals in the building.

School Committee Feedback:

Ms. Nye McGaffey asked if there are processes in place for tracking allergies and any accommodations needed for students related to animals in the building. Superintendent Nelson confirmed there is a process in place with the Nurse and administration.

Ms. Nye McGaffey asked if there are any additional insurances needed. Superintendent Nelson said this has been part of the conversations with Chief Nighelli and the Town to confirm resource need including training, insurances, veterinary bills, etc.

Ms. Beauregard asked if Officer Tracy takes the dog through the training program himself. Superintendent Nelson confirmed that yes, Officer Tracy would take the dog to training and there are also specific breeders for this comfort dogs which is what they are looking into as well.

MOTION: by Ms. Smith for Superintendent Nelson to continue discussions with the Town and Police Department regarding a community resource animal at Sippican School SECONDED: Ms. Beauregard MOTION PASSED 5:0

V. New Business

C. Business

1. Financial Report

Mr. Nelson reported the following information to the school committee:

The Marion School District currently has \$444,957 available of the general funds appropriated for the 2024 Fiscal Year. Per the attached Year to Date Budget Report by Department, we are able to identify how our funds are encumbered and expended. This report recognizes the activity of the total \$6,666,193 appropriated to the Marion

School District. \$ 6,666,193 - General Funds Approved \$ 6,221,236 - Obligations Paid Year to Date \$ 444,957 - Remaining Available Funds

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

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Currently preparing to service the February Acceleration Academy during break.
- Additional service and repairs to the dish machine.
- Service and repair on stand-alone reach-in cooler.
- Successfully completed a 2nd Board of Health Inspection.
- Meal participation continues to grow strong.

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

- EWF for front playground arrived and spread.
- Bus Loop Foyer, four rooms flooded by rain and December 18th windstorm, SERVPRO completed clean up.
- Received quotes for VCT flooring.
- Building, Fire and Safety inspection completed by Fire Marshall and Building Inspector.
- Started rear playground final phase structure install.
- Completed annual service of Emergency Generator.
- Conducted routine maintenance on all facility equipment and systems.

VI. CHAIRPERSON'S REPORT:

Chairperson Nye stated the following: As we kick off the month of February and are already speeding into the new year, I wanted to take a moment to highlight the VASE organization and all that provides here at Sippican. Before I get into the long list of enrichment events and programs, I would be remiss if I did not mention that this is VASE's 50th year in existence. Imagine that, 50 YEARS! For those that do not know VASE, otherwise known as the Volunteers At Sippican Elementary, was created in 1974 by a group of individuals who had the foresight to set the groundwork for much that is still in existence today! They saw that volunteering in a school isn't solely just for parents: There are many guardians, grandparents, and community members that have so much to offer the children! VASES' goal and mission has always been to provide enrichment experiences that stem beyond the classroom for all students at Sippican School, as well as to support the teachers and staff.

Chairperson Nye referenced a list of events. Please see appendix A.

In closing, I would just like to say thank you to everyone who has and currently is volunteering here at Sippican because without you, this school would not be the amazing place it is right now! Just think, fifty years of providing support to the building and staff members, while providing incredible enrichment performances, activities and experiences for ALL of the students and being such an integral part that is woven into all that Sippican school truly is. Thank you VASE!

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Superintendent Nelson shared with the school committee that ORRconnect app is available along with each school building now having a Facebook account. This improved communication for families aligns with the strategic plan and the Superintendent's goals. The weekly Smore newsletters from each building have been well received as well. He hopes communication is becoming as predictable as possible for the school community. He mentioned the Office of Teaching and Learning recently held a successful literacy night for elementary school families. Lastly, he acknowledged that Principal Brown continues to be out on leave. He thanked Ms. Lopes for taking on an additional role and supporting Sippican. He also thanked the staff, teachers, families and students for their support and flexibility.

PRINCIPAL'S REPORT

Ms. Lopes reported the following:

Support Dog: On January 4, Dighton Police Department SRO Stephen Hathaway and his comfort dog Oakie, a 1.5 year old black lab, visited with the students and staff. This was a huge hit for all students and staff.

Science Fair: The Science Fair was held on January 10th and 31 students from grades K-6 participated. Thank you to Ms. Lawrence for coordinating this event! Kids did a great job preparing their project. The Junior reporter did a great job promoting the Fair as well.

Kindness Crew Coat Drive: The Kindness Crew is partnering with the ORRHS Community Service Learning Club for a coat drive running January 22nd through February 9th.

Kindergarten Registration: Sippican is now taking pre-registration to brand new families with students beginning Kindergarten in September 2024. Families currently enrolled in our PreK program do not need to pre-register.

Registration information can be found on the Sippican School website under the Kindergarten Transition page. **Grow Education:** Our third grade team continues to work with Marion Institute's Farm-to-School, In April, the

Grow Education: Our third grade team continues to work with Marion Institute's Farm-to-School. In April, the Grow FTS program will return to Sippican for the butterfly study and spring planting, as well as in May for a harvest workshop and June for a summer planting workshop.

Middle of the Year Assessments: Aimsweb Math & DIBELS have taken place. Staff will participate in data meetings next week to identify instructional focus areas for all students.

Artwork Display at COA: Artwork from twenty-five of our 5th and 6th graders will be on display at the Marion Council on Aging throughout the month of February. Families can view the display Monday-Friday from 9:00am-3:00pm.

Creative Collective finished their mural for Officer Tracy's office. Students worked on the mural for 4 weeks during the Ace afterschool program.

ORRconnect: The Superintendent's Office launched ORRconnect mobile app and Facebook page. Be sure to check them out and follow Sippican on Facebook as well!

Vase: Family Movie Night - Friday, February 9th at 5:45 pm

The Super Mario Bros. Movie begins at 6 pm. Please sign up to volunteer!

Marion Occupation Event (MOP) is being held February 14th for 5th and 6th graders to learn about different careers from volunteers and community members.

Upcoming Events

February 9 - All School Meeting - Gr 4 Music Celebration

February 9 - Family Movie Night hosted by VASE

February 13 - Winter Concert

February 14 - Marion Occupation Event (MOP) hosted by VASE

February 19-23 - School Vacation

February 27 - Project 351 Workshop Grades 4-6

March 1 - Boosterthon Kickoff

March 15 - All School Meeting - Irish Step & Music Performance - Wear Green

March 22 - 6th graders vs parents & staff basketball game fundraiser hosted by VASE

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 recently and approved many items including travel to Paris and an exchange program with students in Wisconsin along with the School Health Unit Application. They also discussed the Thrive Act which legislation is coming up for.
- 4. SMEC Ms. Smith reported they met recently to approve staff appointments and resignations. They also discussed a new license for a public early childhood program.
- 5. Early Childhood Council- Ms. Daniel reported they discussed the parent child plus home base visit program for children 18 months to three years. They are looking for a few more families to participate. Project Grow applications are currently being accepted and the Kindergarten information night was recently held.
- 6. READS Mr. Nelson reported they met on January 18th and the main item was the draft FY25 budget presentation.
- 7. Tri-Town Education Foundation Fund No report.
- 8. Policy Subcommittee Ms. Beauregard reported they met on February 1st and policies around background checks and CORI were discussed. They also voted to hold JJE and discuss again at the next meeting. They also reviewed a community member request to add hyperlinks to a policy and they voted to put the location of the materials on the school website so the links do not get outdated.
- 9. School Council Ms. Lopes reported the last meeting was January 30th and they discussed the School Improvement plan and how the strategic plan connects to the classroom.
- 10. Equity Subcommittee- Ms. Beauregard reported at the last meeting they heard an update on the equity action plan and about an art project with high school students drawing portraits of children from across the world.

IX. Future Business

A. Timeline

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

Marion School Committee Joint School Committee

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 30 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.

XI. Information Items

Recommendation:

That the School Committee review the FY23 SMEC Annual Report.

VIII. Executive Session

Recommendation:

That the School Committee enter into executive session for purposes of exception #3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and exception #7, to comply with the provisions of any general or special law or federal grant-in-aid requirements.

MOTION: by Ms. Nye McGaffey to enter Executive Session at 7:28pm 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. Daniel 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 8:18pm only to return to regular session 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. Smith to adjourn at 8:19 p.m. SECONDED: Ms. Beauregard Motion Passed 5:0

Respectfully Submitted, Melissa Wilcox

VASE 23 - 24 Overview

Volunteers at Sippican Elementary (V.A.S.E.) primary objectives are to provide Sippican students with enrichment beyond the classroom environment and to support teachers and staff. We have maintained this mission since we were incorporated in 1996.

VASE Field Trips Scheduled for the 23/24 School Year

Each year VASE volunteers raise money for annual field trips for every grade at Sippican. With the exception of 6th grade, field trips are offered at no charge to students and staff chaperones. In addition to covering field trip expenses, VASE conducts the work needed to schedule and book each field trip and where applicable manages permissions slips through the use of our online platform, FamilyID.

Kindergarten Field Trip to Silverbrook Farm

1st Grade Buttonwood Park Zoo

2nd Grade Lloyd Center

3rd Grade Plimoth Patuxet & Mayflower Visits

4th Grade Cape Cod Natural History Museum

5th Grade New Bedford Whaling Museum

5th Grade New Bedford Symphony Orchestra Visit

6th Grade Silvershell Beach Trip

6th Grade 2-Night, 3-Day Field Trip to Camp Burgess*

*VASE covers approximately half of the total cost for the 6th grade field trip to Camp Burgess as well as 6th grade end-of-school activities. These fundraising efforts allow for a more affordable option to students and families when attending and participating in these annual activities.

In-School Performances & Enrichment

VASE prides itself on bringing local performing artists to Sippican. Over the past two years the following artists have presented and engaged with students during all school meetings, classroom visits and community events:

New Bedford Symphony Orchestra

New Bedford Youth Ballet In-School Performance

Arts in Action: Boston Artist Bren Bataclan Visit

Toe Jam Puppet Band Performance for Pre-K & K

Marcus Monteiro Performance and All School Meeting

Band Blast Performing Artist - El Caribe

Science Fair - Mad Science Visits

Abilities Rec - Cardio Drummer Field Day Performance

Deb Almeida Early Settler Classroom Visit (3rd Grade)

Sheryl Faye Presents: Women in History

Pine Meadow Farm - Project Grow Visit

Bill Harley Author Visit and All School Meeting

Kanaley School of Irish Dancing Performance

Mark Oien & Company Irish Musical Performance

ACE

One of our more unique programs is VASE's After Class Enrichment (ACE) program where we draw from community nonprofits and volunteers to teach classes in a 4-week session directly after school. The program allows for students to connect with their community in a way they may not be familiar with and allows for community members to get to know the younger population of our town. This program is free to all students.

ACE - Fall 2023 Session

- 3D Printing with the Elizabeth Taber Library
- Book Club with Sippican Librarian Ms. Barrett
- Fall and Spooky Crafts with Sippican Art Teacher Ms. Kirk
- Friendship Makers (Bracelet and Other Jewelry Making) with Parent Volunteer Ms. Callina
- Intramural Sports with Parent Volunteer Ms. Sadler
- Kids Helping Kids with Parent Volunteer Ms. Hermenegildo & Community Partner Friends of Jack
- Robotics Club with Teachers Ms. White, Ms. Lawrence, Parent Ms. Goodman & Community Partner Lockheed Martin
- Junior Rangers with Community Partner Sippican Lands Trust

ACE - Winter 2024 Session

- Gratitude Crafts with Parent Volunteer Ms. Vergoni
- Introduction to French with Parent Volunteer Ms. Sandefer
- Junior Historians with Community Partner Sippican Historical Society
- Junior Entrepreneurs with Community Partner Tabor Academy DECA Club
- 6th Grade Collective Art Project with Sippican Art Teacher Ms. Kirk
- Junior Rangers with Community Partner Sippican Lands Trust

Other VASE-Funded Activities

Holiday Shop - A day of giving and lessons in financial literacy

Marion Occupation Program (MOP) Career Day

Reading is Fundamental (RIF) - VASE, through the Braitmayer Grant fund, covers the cost of one book for every student.

Vocabulary Day Support and Funding - All students receive a professional photo home 6th Grade Graduation & Breakfast

Field Day Select Activities

Recess Bags (soccer balls, footballs, basketballs, jump ropes, sidewalk chalk)

Character Counts - students' good deeds are recognized with a book to bring home through VASE's Braitmayer Grant fund.

Staff Related Activities:

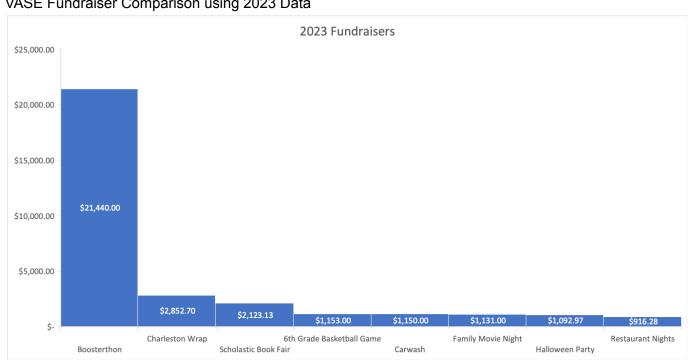
Monthly Staff Meeting themed-snacks and goodies Annual Staff Appreciation Luncheon in May Retirement Gifts and Library Book Donation

Fundraising Efforts

None of these programs would be made possible without fundraising. We have several fundraising activities throughout the year, with the largest being Boosterthon which takes place from March 1-12. Boosterthon raises funds for all enrichment activities noted above and grosses over half of all monies needed to support VASE's annual budget. This year's Boosterthon theme is "World Changer Workshop" where students will learn about what it takes to make a difference by being introduced to a number of character lessons. The fundraiser culminates in an in-door glow-in-the-dark "Fun Run" on March 12. By far it is our students' most favorite event. Other fundraisers organized by VASE include:

6th Grade Carwash 5th & 6th Grade Halloween Party Family Movie Nights 6th Grade Student/Family/Staff Basketball Game Scholastic Book Fair **Restaurant Nights**

VASE Fundraiser Comparison using 2023 Data



MARION SCHOOL COMMITTEE MEETING MARION PUBLIC SCHOOLS

16 Spring Street Marion, Massachusetts

February 8, 2024 ZOOM LINK:

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

Meeting ID: 968 1584 5547 Passcode: 146869

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

TIME: 6:30 p.m. MEETING TO ORDER

RECOGNITION PRESENTATION

- I. Approval of Minutes
 - A. Minutes
 - 1. Regular Minutes: November 29, 2023
 - 2. Executive Session Minutes
 - 3. Budget Subcommittee Minutes: December 7, 2023
 - II. Consent Agenda
- III. Agenda Items Pending
- IV. General
 - A. FY25 Initial Budget Discussion
 - **B.** Approval of Donation(s)
 - C. Approval of Grant(s)
 - D. Approval of School Health Unit Application
 - E. Approval of READS Collaborative Agreement Amendment
 - F. FY25 Initial School Choice Discussion
 - G. Community Resource Animal Discussion
- V. New Business
 - A. Policy Review
 - B. Curriculum
 - C. Business
 - 1. Financial Report
 - a. Revolving Account Balances
 - 2. Food Service Report
 - 3. Facilities Report
 - 4. Budget Transfers
 - D. Personnel
- VI. Special Report
- VII. Unfinished Business

CHAIRPERSON'S REPORT

CENTRAL OFFICE ADMINISTRATORS REPORT

PRINCIPAL'S REPORT

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

9. **School Council**

- **10. Equity Subcommittee** B. School Committee Reorganization
- C. School Committee Goals
- IX. **Future Business**
 - A. Timeline
 - **Future Agenda Items**
- **Open Comments** X.
- XI. **Information Items**
- XII. **Executive Session**
- ADJOURNMENT

MARION PUBLIC SCHOOLS Marion, MA

TO: Marion School Committee

FROM: Michael S. Nelson, Superintendent of Schools

DATE: February 6, 2024

RE: Agenda Items

The following items are on the agenda for February 8, 2024.

I. Approval of Minutes

A.1. Regular Minutes

Recommendation:

That the School Committee review and approve the minutes of November 29, 2023. Please refer to "MSC 02082024 November Minutes".

A.3. Budget Subcommittee Minutes

Recommendation:

That the School Committee review and approve the minutes of December 7, 2023. Please refer to "MSC 02082024 December Budget Minutes".

IV. General

A. FY25 Initial Budget Discussion

Recommendation:

That the School Committee review and discuss the FY25 Budget.

B. Approval of Donations

Recommendation:

That the School Committee review for approval the following donations:

- \$500 donation from the Cape Cod 5 Foundation for Ms. Sarah Jacques' project Sippican Snack Squad. Please refer to "MSC 02082024 Cape Cod 5 Mini-Grant".
- \$2,080.77 donation from Shutterfly. Please refer to "MSC 02082024 Shutterfly".
- \$1.895.30 donation from Art to Remember. Please refer to "MSC 02082024 Art to Remember".

C. Approval of Grant(s)

Recommendation:

That the School Committee review for approval the following donations:

- Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,321. Please refer to "MSC 02082024 Fund Code 274 IDEA Grant".
- Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000. Please refer to "MSC 02082024 Fund Code 125 Math Acceleration Academies Grant".

D. Approval of School Health Unit Application

Recommendation:

That the School Committee discuss for approval of the School Health Unit Application through the Massachusetts Department of Public Health. This application is submitted by Megan Morais, School Nurse for Sippican School on behalf of the district, it has been endorsed and signed by the nurse, school physician Dr. Steven Mendes and Superintendent of Schools, Mr. Michael S. Nelson and it also needs the approval of the school committee. Please refer to "MSC 02082024 School Health Unit Application Guidance" and "MSC 02082024 School Health Unit Application Signature Page – Copy".

E. Approval of READS Collaborative Agreement Amendment

Recommendation:

That the School Committee review for approval the READS Collaborative Agreement Amendment. Please refer to "MSC 02082024 READS Collaborative Agreement Amendment".

F. FY25 Initial School Choice Discussion

Recommendation:

That the School Committee discuss School Choice for FY25.

G. Community Resource Animal Discussion

Recommendation:

That the School Committee discuss a community resource animal.

V. New Business

C. Business

1. Financial Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to "MSC 02082024 FY24 Financial Report Memo" and "MSC 02082024 FY24 General Operating Financial Report".

2. Food Services Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to "MSC 02082024 Food Service Report".

3. Facilities Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to "MSC 02082024 Facilities Report".

IX. Future Business

A. Timeline

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

Marion School Committee	Joint School Committee		
March 14, 2024	March 28, 2024		
16 Spring Street	133 Marion Road		
Marion, MA 02738	Mattapoisett, MA 02739		

Future Agenda Items

- Budget Public Hearing (April)
- Budget Approval (April)
- School Choice Public Hearing (May)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)
- Approval of School Committee Goals for the following year (June)

XI. Information Items

Recommendation:

That the School Committee review the FY23 SMEC Annual Report. Please refer to "MSC 02082024 SMEC FY23 Annual Report".

XII. Executive Session

Recommendation:

That the School Committee enter into executive session for purposes of exception #3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and exception #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.

MARION SCHOOL COMMITTEE MEETING MARION PUBLIC SCHOOLS Marion, Massachusetts

November 29, 2023 REGULAR MEETING MINUTES 16 Spring Street, Marion, MA 02738

Regular meeting of the Marion School Committee was held on Thursday, November 29, 2023 and called to order by Chairperson Nye, at 6:33pm.

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

SCHOOL COMMITTEE MEMBERS ABSENT: Michelle Smith

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

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 new certified School Resource Officer John Tracy.

I. Approval of Minutes:

A. Minutes

Regular Meeting Minutes – September 14, 2023

MOTION: by Ms. Daniel to accept the meeting minutes of September 14, 2023 as presented

SECONDED: Ms. Nve McGaffev

MOTION PASSED 4:0

Executive Session Meeting Minutes – September 14, 2023

MOTION: by Ms. Beauregard to accept the meeting minutes of September 14, 2023 as presented

SECONDED: Ms. Daniel MOTION PASSED 4:0

Budget Subcommittee Meeting Minutes - October 30, November 13 and November 27, 2023

MOTION: by Ms. Nye McGaffey to accept the meeting minutes of October 30, November 13 and November 27,

2023 as amended SECONDED: Ms. Nye

MOTION PASSED 2:0 (Ms. Nye McGaffey and Ms. Nye)

IV. General

A. MCAS Presentation

Recommendation:

That the School Committee hear a presentation from administration.

Superintendent Nelson made the following statement:

Tonight, Dr. Fedorowicz and our building administration will present last year's MCAS results and more importantly share with the committee how this data informs future teaching and learning action plans. As always, it is important to remember that MCAS results is only one set of data that is available to us and that we must

acknowledge that we recognize student growth in many ways beyond standardized testing. With that said, at the conclusion of this report I hope you will see what I have seen and that's a lot of great things happening here.

Dr. Fedorowicz and Principal Brown presented the MCAS results. Please see appendix A.

School Committee Feedback:

Ms. Daniel thanked the administration for their presentation. She asked Ms. Brown regarding science, if there was any indication as to why the results are as presented. Ms. Brown shared that the questions focused in Physical Science which is already being worked on with OpenSciEd.

Ms. Daniel asked if in ELA we expect the new literacy program to benefit the MCAS results or she knows typically with the implementation of a new program there is a dip in scores. Ms. Brown confirmed that typically, a dip in scores is expected but students and teachers are excited and fully engulfed in IntoReading. Superintendent Nelson confirmed most elementary schools do see a dip in scores in the first few years of implementation of a new program and in science, Sippcan students follow a state trend with room for improvement.

Dr. Fedorowicz concluded the presentation discussing that MCAS is one data point. It is very important but the district focuses its efforts on the whole child and utilizing multiple data points. Superintendent Nelson thanked the teaching and support staff along with the hard work of the students, stating there is a strong staff at Sippican and it shows with 44 out of 48 categories on MCAS the students perform better than state average.

B. Approval of School Improvement Plan

Recommendation:

That the School Committee review for approval the 2023-2024 School Improvement Plan.

Superintendent Nelson made the following statement:

Compared to the MCAS presentation, which was the final presentation to our school committees this fall, tonight Ms. Brown will be the first principal to present Sippican School's one-year school improvement plan for the 23-24 school year. This plan is designed to align to our new strategic plan Vision2028 and highlights the goals that Sippican School hopes to accomplish this year. All of our schools will adopt one-year plans this school year and then move to two-year plans for the duration of the current strategic plan.

Superintendent Nelson introduced Principal Brown. Principal Brown reviewed the draft school improvement plan for 2023-2024. Please see appendix B. She informed the school committee that the school council met three times this fall to work on the plan and three members of the school council participated in the strategic planning process, so the school council was well versed on the strategic plan and incorporating it into the school improvement plan.

School Committee Feedback:

Ms. Daniel asked Ms. Brown to discuss what is being used for behavior currently. Ms. Brown explained many items including responsive classroom, social/emotional focus, new recording behavior in PowerSchool to identify trends, district-wide tiered model responsive classroom training being provided at staff meetings and professional development days, and support for students through full clinical team if additional assistance is needed. She acknowledged that there is more work to be done as students are struggling more in recent years and the school continues to provide opportunities to learn positive behavior and provide consistent modeling. She informed Ms. Daniel that there are multiple para positions available but no applicants at this time.

MOTION: by Ms. Beauregard to accept the 2023-2024 School Improvement Plan as presented.

SECONDED: Ms. Daniel MOTION PASSED 4:0

C. 2024-2025 Draft Calendar

Recommendation:

That the School Committee review the draft calendar for the 2024-2025 school year.

Superintendent Nelson made the following statement:

This agenda item does not require any action by the school committee. Instead, I am providing the draft 24-25 school calendar for informational purposes knowing that the Joint School Committee will review and ideally approve the next school year's calendar in January. If you have any feedback that you would like considered by the Joint School Committee please provide it directly to Ms. Wilcox. This has been shared with administration and all of the union representatives for feedback as well.

School Committee Feedback:

Ms. Nye stated she received a question from a teacher as to why PD is November 5th instead of November 12th,

but she believed it was because of a voting day in Mattapoisett in which the schools are used. Superintendent Nelson confirmed that Old Hammondtown School is used for voting.

D. Approval of Donation(s)

Recommendation:

That the School Committee review for approval the following donations from St. Gabriel's Parish: Four (4) \$50 Walmart gift certificates, four (4) \$50 Shaw's gift certificates and four (4) \$50 Target gift certificates. From the Ludes Family Foundation a donation of \$500 to the Sippican Project Grow.

MOTION: by Ms. Daniel to accept the four (4) \$50 Walmart gift certificates, four (4) \$50 Shaw's gift certificates and four (4) \$50 Target gift certificates from St. Gabriel's Parish as presented.

SECONDED: Ms. Beauregard MOTION PASSED 4:0

MOTION: by Ms. Daniel to approve a donation of \$500 to the Sippican Project Grow from the Ludes Family

Foundation as presented. SECONDED: Ms. Beauregard MOTION PASSED 4:0

E. Acceptance of New Member Districts to READS Collaborative

Recommendation:

That the School Committee review for approval the admittance of the Brockton Public Schools District and the Whitman-Hanson Regional School District as new READS Collaborative Member Districts effective July 1, 2024.

Chairperson Nye read the following: At the READS Board of Directors meeting on November 16, 2023, by a majority vote, the board members voted to allow admittance of two new school districts, the Brockton Public School District and the Whitman-Hanson Regional Public School District, to READS Collaborative. This vote is subject to majority vote of two-thirds of the READS Collaborative Member School Committees. Pursuant to Section IX: Procedure and Timeline for Admitting New Member Districts as outlined in the READS Collaborative Agreement Marion Public School District, by a vote of our School Committee, approve the admittance of the Brockton Public Schools District and the Whitman-Hanson Regional School District as new READS Collaborative Member Districts effective July 1, 2024.

MOTION: by Ms. Nye McGaffey to approve the admittance of the Brockton Public Schools District and the Whitman-Hanson Regional School District as new READS Collaborative Member Districts effective July 1, 2024 as presented.

SECONDED: Ms. Beauregard MOTION PASSED 4:0

V. New Business

C. Business

1. Financial Report

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

The Marion School District currently has \$645,740 available of the general funds appropriated for the 2024 Fiscal Year. Per the attached Year to Date Budget Report by Department, we are able to identify how our funds are encumbered and expended. This report recognizes the activity of the total \$6,666,193 appropriated to the Marion School District.

\$ 6,666,193 - General Funds Approved

\$ 6,020,453 – Obligations Paid Year to Date

\$ 645,740 - Remaining Available Funds

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

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Meal participation continues to grow strong.
- Had the dish machine repaired by Hobart.
- The Food service department volunteered their time to prepare the meal for the Tri-Town Senior Citizen Thanksgiving Dinner Event.

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

- EWF in support of the Sippican Garden Project arrived and spread.
- Swing edition of new back playground installed.
- Completed repair on office HVAC system.
- Completed repairs on 2nd floor HVAC system.
- Installed five vandal resistance door access touch pads on outside doors.
- Emergency Generator refueled. (204 gallons).
- Conducted routine maintenance on all facility systems.

VI. CHAIRPERSON'S REPORT:

Ms. Nye commented that with the holiday season upon us, there is so much to be thankful for. She highlighted some community events this season including the Marion Police Department's Pizza with Santa and the Kindness Crew from Sippican will be there as well. VASE hosts a number of community events throughout the year and community members can join VASE and give back as well. The Marion Christmas Stroll is happening December 10^{th} and the Sippican Band plays a huge part in this great community event. Student Davin Alves is conducting his food drive again.

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Ms. Lincoln, Interim Director of Student Services, reported that the Unified Basketball team had a great season. They went undefeated! On Tuesday November 21st, members of local police departments played against our Unified Basketball team to help raise funds for the team. It was a great game and night! She thanked everyone who came out to support the event. She is looking forward to Unified Track and Field in the Spring!

Superintendent Nelson thanked Mr. Toby Burr for attending the game, and Harbormaster Adam Murphy for his efforts to organize the event, along with Marion, Mattapoisett and Rochester Police Departments for the participation. He encouraged families to follow the SMORE emails being sent weekly by the principals and monthly out of his office with valuable information and school happenings. In Dr. Fedorowicz's absence, he shared:

- Project 351 Playmaker: We applied and received a second year of support; we are becoming a model school; Scenario rollout 11/7 for teachers during full day PD
- The Instructional Council met last month to review PD and discuss feedback from the surveys. We are meeting again in December to discuss the PD planning process as part of our action plan related to Vision2028
- PD: There was a Full PD day 11/7 focused on Science of Reading training by the HILL and collaborative horizontal literacy planning across all three elementary districts
- Literacy Updates: We have been working with the HILL a few times a month both in-person and virtually for data analysis of DIBELS to help inform individualized instruction and continued implementation meetings by grade level to assist with the rollout of IntoReading. We have a District Literacy Leadership Team that supporting the implementation and getting answers for educators that have questions or need additional supports
- Learning Walks: Districtwide we have had 4 LW, the most recent was Wednesday in Sippican.

Superintendent Nelson continued to highlight visiting Ms. Bourgeois, Ms. Feeney, Ms. LeMarier and Ms. Furfey's classrooms during the learning wall. He added Last, but not least I recently met with Chief Nighelli from the Marion Police Department, Principal Brown, SRO Tracy, and Mr. Geoff Gorman the Marion Town Administrator to gauge interest in comfort dog programming here at Sippican School. SRO Tracy is willing to train and care for a comfort dog here at Sippican School. Very quickly in the conversation there was strong support to explore this possibility as those in attendance felt that a comfort dog would be an asset not only to Sippican School, but to the Town of Marion in general.

PRINCIPAL'S REPORT

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

All School Meetings: Monthly All school Meetings (ASM) are underway. Our Kindness Crew, Junior Reporters, and Project 351 students have been organizing content and leading the meetings. We are also celebrating our monthly Character Counts recipients at the ASM. The dates and times of the meetings have been shared with families in the SWO.

Staff Theme: This year our district kick off was focused on the Life is Good theme. Mr. C has been providing monthly updates to inspire all of us. Each month he has focused on a different motivational word. For September,

it was Openness, October was Courage and November has been Simplicity. We look forward to all of the articles he has to share this year!

Title I Informational Meeting: On September 29th our Title I staff held a parent information breakfast meeting to update families on our Title I programming. I would like to thank Mrs. Riquinha, Mrs. Wiggin, Mrs. Dixon, and Mrs. Mardo for providing families with important information about our Title I programming.

Professional Development: We have continued our Into Reading PD through Implementation Meetings and Data meetings with The Hill for Literacy. Mr. C has also provided an ALICE refresher to all staff.

Project 351: Student members of our Project 351 team have attended two trainings at ORR. They also presented at the October staff meeting to update our staff about Project 351 goals for the school year. We have also appreciated their contributions at our monthly All School Meetings.

VASE: The fall ACE program was a huge success! Students participated in after school activities including robotics, 3D printing and exploring our community as Junior Rangers. Thank you to parents, staff members and community members from Sippican Lands Trust and the Elizabeth Tabor library for making these sessions possible. The Sixth Grade Parent Group/VASE has also been working hard on fundraising this fall. The annual car wash took place as well as a fifth and sixth grade Halloween Party and a movie night.

Open Sci Ed: Grade 5 has joined in with Open Sci Ed instruction! There has been excitement around the new units. Mrs. White and Mrs. Furfey have also continued to attend professional development.

Project Grow: Our youngest learners have been learning about signs of fall.

Kindergarten: Our Kindergarten students have been practicing their climbing skills and have also been learning how to use instruments in music!

First Grade: Our Grade 1 students participated in the November ASM by sharing jokes and songs about Thanksgiving. Their jokes had us all in stitches.

Second Grade: Grade 2 has been busy writing poetry.

Third Grade: Gardening is under way! The third grade teachers attended professional development with The Marion Institute and the team has worked with our third grade students to plant garlic and prepare the garden beds for winter.

Fourth Grade: In art class the students have learned about art in ancient Greece. They have built clay pots representing the time period.

Fifth Grade: Grade 5, as part of the new reading program, has been working on idioms. They recorded and illustrated some of their favorites.

Celebrating Equity:

September was Hispanic Heritage month. Several students in grade 6 took advantage of an optional extension project in reading and completed research on a person of choice who has Hispanic Heritage. Since the celebration ran from Sept 15-Oct 15, student representatives from all 3 homerooms shared their learning via morning announcements and at the ASM. Some of the people studied included the following: Carmelo Anthony, America Ferrera, Lin-Manuel Miranda, Pablo Picasso, Shakira, Jennifer Lopez, Frida and Sonia Sotomayor. October was Bullying Prevention month. Our Grade 6 students created anti bullying/kindness messaging chains to share with the whole school. In November we have been celebrating Native American Heritage month.

From the Art Room: We have a new opportunity for grade 6 students this year! The Creative Collective is a one-of-a-kind 6th grade group for aspiring young artists who possess a passion for creativity and a heart for making a positive impact. In this group, students delve into advanced art techniques to hone their skills and explore various mediums of their choice. Beyond their canvas, they will also extend their talents to the community, collaborating on projects that will uplift and beautify our surroundings. We're excited for the upcoming year and cannot wait to start digging in!

Band and Chorus: Our performing artists have all been busy. We have had performances at ASM and band members have participated in the Halloween Parade as well as Marion's Veteran's Day Remembrance.

Fire Safety Prevention Month: The Marion Fire Department provided fire safety education to all grades PK-6. The PK and K classes had classroom visits. Grades 1-6 participated in a school wide assembly. We are grateful for the community support!

VIII. School Committee

A. Committee Reports

- 1. Budget Subcommittee Superintendent Nelson remarked that the subcommittee as held three meetings thus far and they are navigating increased costs for supporting students, increased transportation costs and facilities and technology costs of doing business. At the last meeting, Shay Assad from the Finance Committee was able to attend and hear our projections, concerns and Ms. Brown's requested items. Initial numbers are due to the town mid-December.
- 2. Building Committee No report.
- 3. ORR District School Committee- Superintendent Nelson reported that they heard the MCAS presentation for ORR, approved donations and other typical business. The School Improvement Plan will be presented at the

December meeting.

- 4. SMEC Superintendent Nelson reported that was a presentation of the independent audit which went well, they discussed staff appointments and reductions and approved the FY23 annual report draft. They also talked about the new IEP and the training SMEC has provided thus far.
- 5. Early Childhood Council- Ms. Daniel reported they met on October 18th, reviewed grant funding opportunities, are working on a new website and family event plans. The next meeting is November 24th.
- 6. READS Mr. Nelson reported they met earlier on November 16th and the Superintendents from Brockton Public Schools and Whitman-Hanson attended as well.
- 7. Tri-Town Education Foundation Fund Ms. Beauregard reported they met yesterday and clarified that this is a fund, managed by a foundation.
- 8. Policy Subcommittee Ms. Beauregard reported one policy regarding fundraising was held at the last meeting to be discussed further at the next meeting later this month.
- 9. School Council Principal Brown reported it is included in her principal's report.
- 10. Equity Subcommittee- Ms. Beauregard reported they met in late September and heard an update on the Equity Action Plan as well as information from Project 351 students. The next meeting is in the coming weeks.

IX. Future Business

A. Timeline

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

Marion School Committee Joint School Committee

January 4, 2024 @ 6:30pm January 18, 2024 @ 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 30 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.

ADJOURNMENT

MOTION: by Ms. Daniel to adjourn at 8:14 p.m. SECONDED: Ms. Beauregard

Motion Passed 4:0

Respectfully Submitted, Melissa Wilcox

Sippican School MCAS Data Presentation Marion School Committee November 30, 2023

Sippican Elementary School

16 Spring St. Marion. Massachusetts 02738

MCAS Achievement Levels for Next-Generation:

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

Student Growth Percentiles (SGP) and How Are They Calculated

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

SGPs use students' current and prior scores to assign an SGP that ranges from 1 to 99. Students who have a current year's score and a prior year's score—and have met the consecutive grade requirement—are issued an SGP. Averages are rounded to the nearest whole number for presentation beginning in 2022.

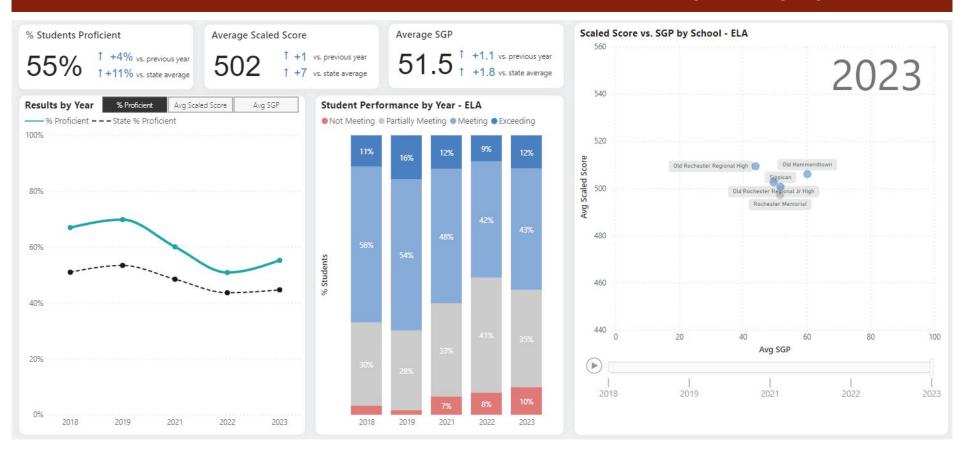
MCAS Test Administration 2019-2023

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

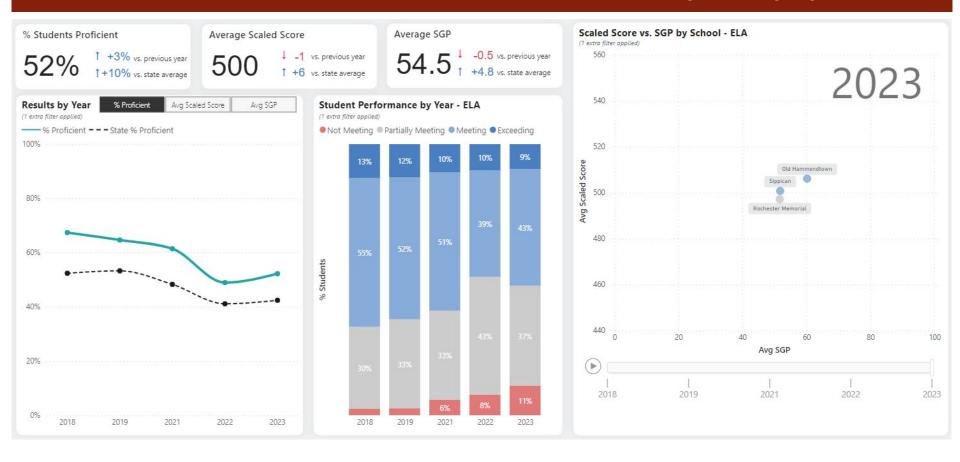
Overall Statewide Data Trends

- Statewide trend: ELA and Math Achievement slide by pandemic has stopped and recovery is increasing
- The State is comparing Recovery from 2019 to 2023 MCAS
- Sippican:
 - ELA 3-6 performed slightly lower than last year but better than the state
 - Math 3-6 performed slightly better than last year and better than the state
 - Science grade 5 performed lower than last year and slightly lower than the state
- Grade 3: State saw Generally flat results; these students were in Grade K in 2020
 - Sippican grade 3 ELA and math performed better than the state
- Overall Sippican: Growth is outperforming the state and we are trending higher than the state toward recovery to 2019 scores

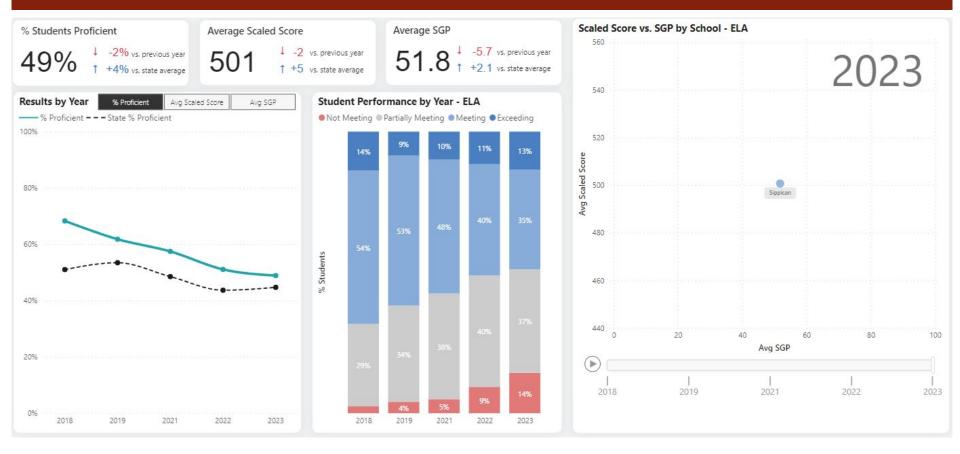
District-Wide Grades 3-12 Achievement from 2019-2023 for English Language Arts



District-Wide Grades 3-6 Achievement from 2019-2023 for English Language Arts



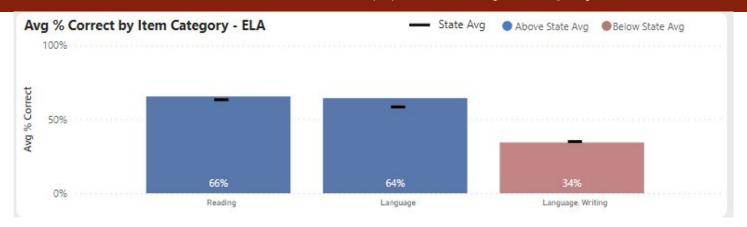
Sippican Grades 3-6 Achievement from 2019-2023 for English Language Arts



ELA Grades 3: Percent (%) Correct by Category



ELA Grades 4: Percent (%) Correct by Category



ELA Grades 5: Percent (%) Correct by Category



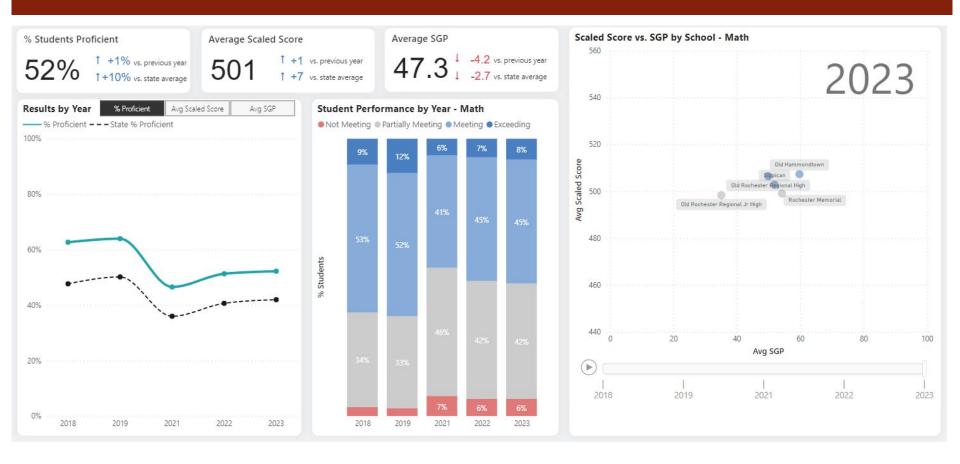
ELA Grades 6: Percent (%) Correct by Category



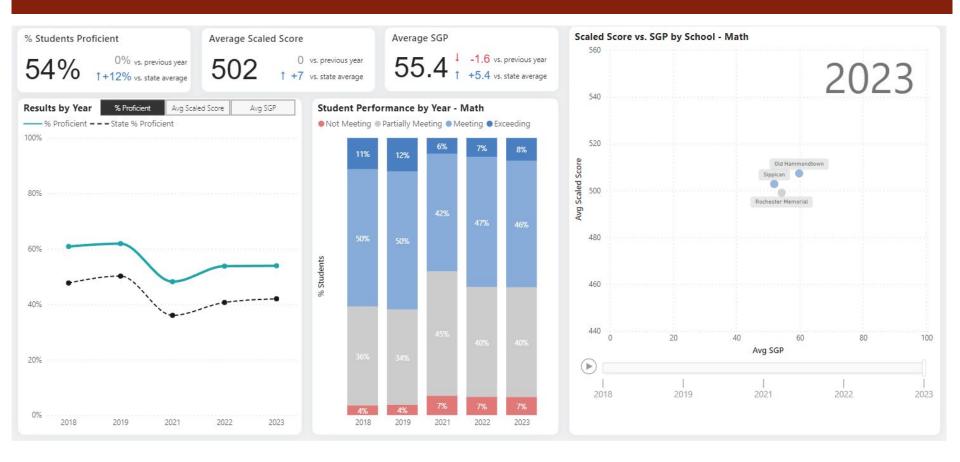
ELA Grades 3-6: Percent Correct by Category



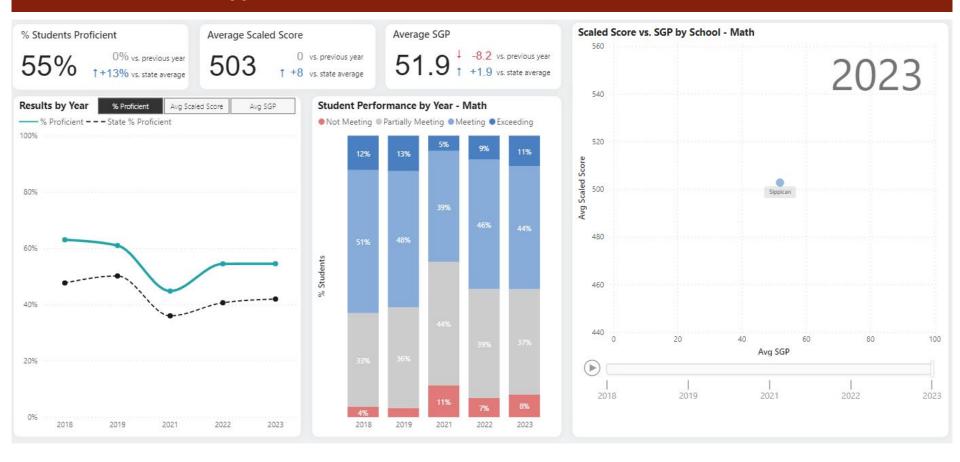
District-Wide Grades 3-12 Achievement from 2019-2023 for Math



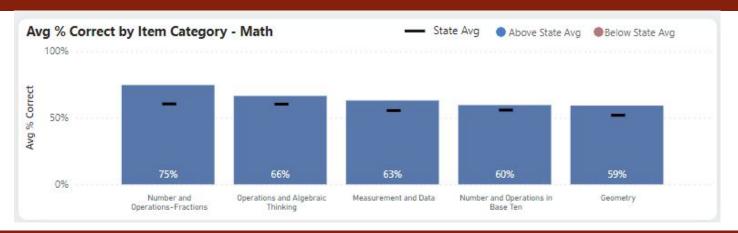
District-Wide Grades 3-6 Achievement from 2019-2023 for Math



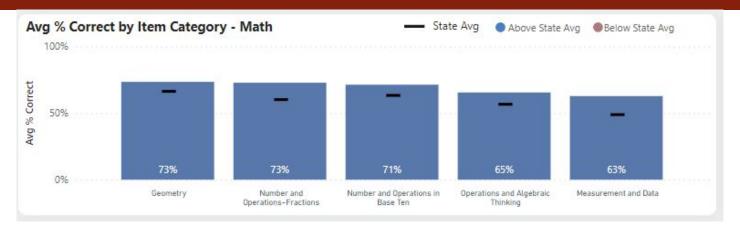
Sippican Math Grades 3-6 Achievement from 2019-2023



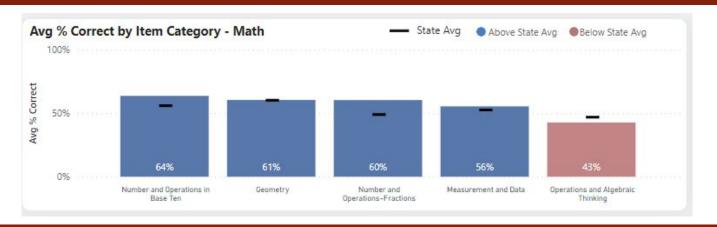
Math Grades 3: Percent (%) Correct by Category



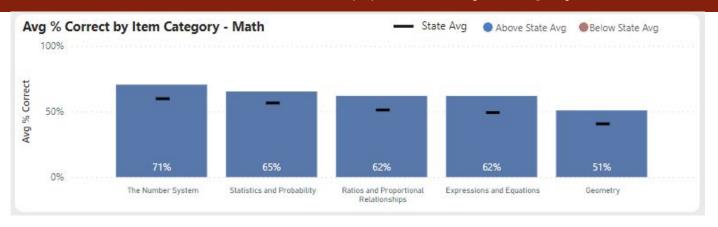
Math Grades 4: Percent (%) Correct by Category



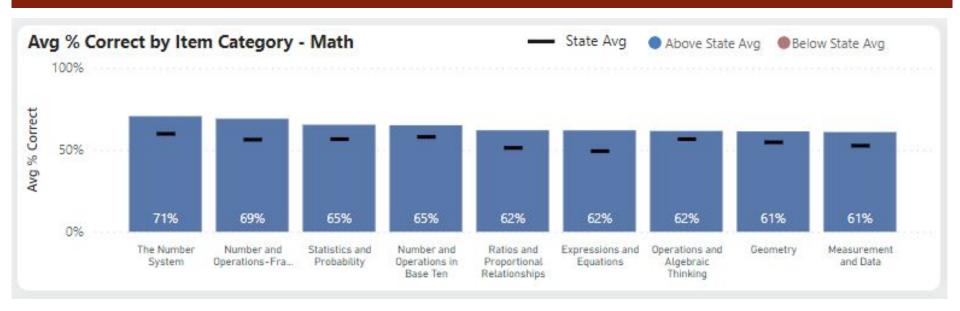
Math Grades 5: Percent (%) Correct by Category



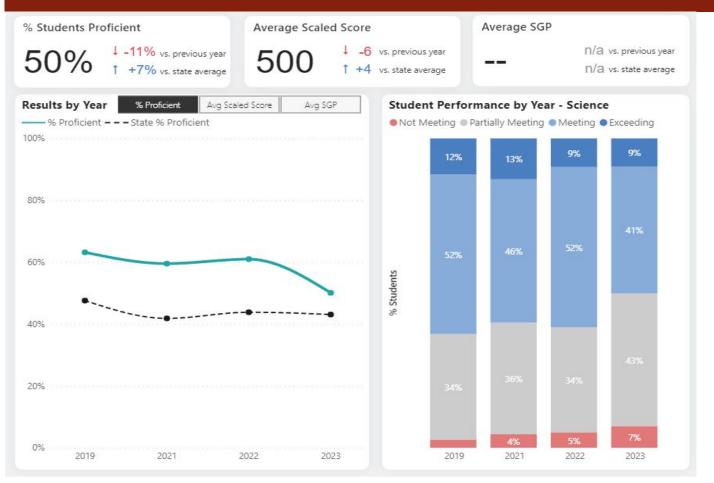
Math Grades 6: Percent (%) Correct by Category



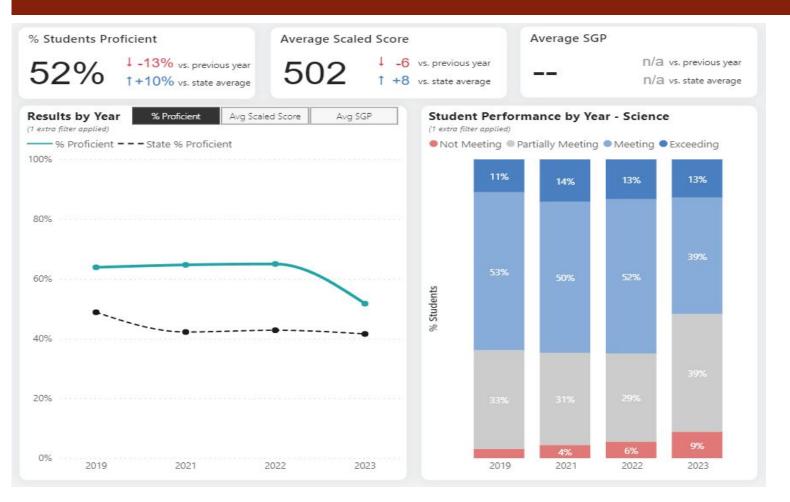
Math Grades 3-6: Percent Correct by Category



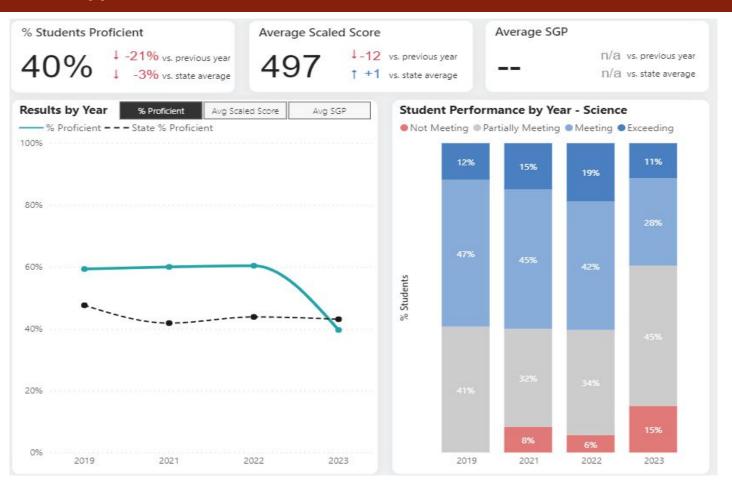
District-Wide Grades 5, 8 HS Achievement from 2019-2023 for Science



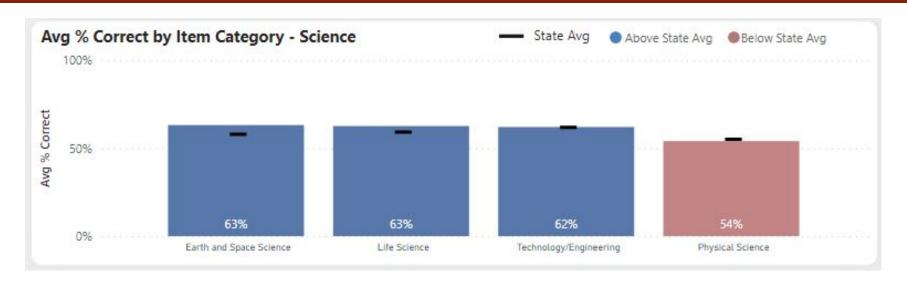
District-Wide Grades 5 Achievement from 2019-2023 for Science



Sippican Grade 5 Achievement from 2019-2023 for Science



Science Grade 5: Percent Correct by Category



Areas of Strength - ELA

Grade 3:

- Determine the meanings of multiple meaning words
- Determine the proper heading of a passage
- Determine character traits by reading a paragraph
- Identify a word that describes the main character in a poem
- Identify the purpose of a passage
- Identify the phrase that helps determine the meaning of a word in context

Grade 4:

- Identify figurative language and what it suggests about a character
- Identify the theme of a passage
- Identify the main idea of a passage
- Determine the point of view of a passage
- Identify an idea shared by two passages

Areas of Strength - ELA

Grade 5:

- Identify how an author develops an important idea in a passage
- Identify a statement with which the author of a passage would agree
- Determine the purpose of punctuation in a sentence and choose another sentence that uses punctuation for the same purpose
- Write an essay that explains an important idea presented in the passage: use important details from the passage as evidence**
- Write an essay that explains how the characters worked together to solve a problem: use information from the passage as evidence ** (idea development and conventions for BOTH essays)

Areas of Strength - ELA

Grade 6:

- Analyze how paragraphs in a passage develop a character, and compare and contrast
- Analyze the impact of word choice in a passage
- Analyze how an interaction between characters helps to advance the plot in a passage
- Identify the literary technique (and theme) used in a specific section of a poem and its purpose, make inferences
- Contrast how particular sections of two passages contribute to the development of an ideas
- Determine how details in a passage help to develop a central idea
- Write an essay that explains how a character changes over the course of a passage: use information from the passage to support the explanation **
- Write an essay that explains actions taken that led to success: use information from the passages to support the explanation**
 (idea development and conventions for BOTH essays)

Action Steps - ELA

- 1. Consistent implementation of the common reading program "Into Reading" across all grade levels
- 2. Train staff in Science of Reading for best teaching practices
- 3. Provide support with the Hill for Literacy, with grade level data analysis to help target instruction and implementation of the reading program.
 - a. Focus on Tiered Intervention Model that has flexible groupings based on students' needs.
 - b. Use Flex time to support students with interventionists and classroom teachers
 - c. Reassess intervention groups so they are flexible throughout the school year
- 4. Identify challenging areas at each grade level and purposefully plan to enhance our instructional practices related to the standards where Sippican scored below the state average
 - Example: Grade 3 Identify the narrator of a passage (-10 below the state average)
- 5. Determine common writing expectations using common resources

Grade 3:

- Rounding to 100's
- Fractions of a whole as well as creating fraction models
- Equivalent fractions
- Complete a picture graph with three categories of data in a table
- Graphing fractions on a number line
- Writing multiplication expressions using three factors
- Telling time/elapsed time on an analogue clock
- Finding the area of a rectangle
- Measuring with a ruler to the ¼ inch
- Solve two step word problems (with addition and multiplication)
- Determine the multiplication expressions that can be used to model rectangular arrays

Grade 4:

- Solve word problems using patterns, multiples, fractions
- Solve word problems with whole numbers and fractions by using data from a dot plot
- Determine the measure of angles visually and with a protractor
- Convert kilograms to grams
- Show how to find the perimeter of a rectangle given the length and width
- Identify the visual representation of an obtuse angle and right angles
- Determine the whole number quotient of a four digit dividend and a one digit divisor
- Create fraction models that represent equivalent fractions
- Identify addition expressions with fractions and mixed numbers
- Determine relationships between digits in a multi digit whole number
- Write fractions with a denominator of 100 as a decimal
- Select factors of a given two digit number
- Interpret fraction models in tenths and hundredths

Grade 5:

- Determine the relationship between numerators in multiplication problems and how they can make a product greater than a whole number
- Round decimals in the thousandths to the hundredths
- Interpret fractions as division of the numerator by the denominator
- Use area models to determine the area of a rectangle with fractional side lengths
- Solve word problems involving division of two whole numbers leading to a mixed number answer
- Determine the sum of two fractions with unlike denominators
- Determine real world problems that represent the product of a unit fraction and a whole number
- Identify the relationship between products and factors
- Use patterns of 0 to find products and quotients when multiplying and dividing by a power of 10
- Complete a line plot by adding fractions and mixed numbers with like denominators

Grade 6:

- Determine which mathematical expression represents a verbal description
- Use the distributive property to to determine equivalent expressions
- Identify the number of observations on a histogram
- Solve real world problems involving fractions, decimals, percentages and whole numbers
- Identify rational numbers that are within a range of other rational numbers
- Use the net of a triangular prism to find its surface area
- Determine points on a number line
- Find the length of the side of a polygon by finding the distance between points on a coordinate plane
- Analyze a dot plot using median, mode and range
- Create a description that represents a mathematical expression

Action Steps - Math

- 1. Engage Staff in data analysis.
 - i. Create a student assessment database across grade levels (Aimsweb, MCAS, IXL-when applicable)
 - ii. Identify patterns, areas of strengths and weaknesses and create actions steps to help close the gap and challenge students
- 2. Reteach and break down the standards that our students performed below the state average
 - i. Example: Grade 4 Determine which given shape is a quadrilateral with perpendicular sides (-9 below the state average)
 - ii. Flex time (intervention block)

Areas of Strength - Science

- Interpret a circle graph to explain why there is a limited amount of fresh water available for human use
- Determine the measurement or observation that would be most useful in distinguishing between two substances
- Describe a change to the design of a filter that would improve how the filter functions
- Describe an example of organisms responding to a seasonal change
- Complete a model to show the flow of energy through an ecosystem
- Interpret a diagram to identify the cause of a change in a landscape over time
- Identify when a certain moon phase will occur next and describe how long it takes the Moon to orbit the Earth

Action Steps - Science

- 1. Continue with implementation of OpenSciEd curriculum in grades 5 and 6
 - a. Grade 5: First year of pilot implementation with 2 units
 - b. Grade 6: Second year of implementation with 4 units
 - c. Continue professional development in Science Curriculum
- 2. Identify standards where fifth grade students scored below the state average and determine ways to increase student achievement and exposure to those standards needing more instruction.
 - a. Supported through STEAM lessons
 - b. Small group instruction and support
 - c. Co-teaching and planning with Enrichment teacher and science teachers
- 3. Share data with fourth and third grade teachers and identify the standards at each grade level that need more instruction, determining curriculum needs

Questions



OLD ROCHESTER REGIONAL SCHOOL DISTRICT MA SUPERINTENDENCY UNION NO. 55



2023-2024 SIPPICAN SCHOOL DRAFT IMPROVEMENT PLAN

MISSION

The mission of our school system is to inspire all students to think, to learn, and to care.

VISION

The Old Rochester Regional School District and Massachusetts Superintendency Union #55 is dedicated to creating a safe and nurturing learning environment that offers inclusive and engaging educational experiences. Through collaborative relationships with our school community members, we strive to foster a respectful culture that prioritizes academic excellence and social emotional readiness. Our primary objective is to provide every student with the necessary skills and developed mindset to embrace future opportunities and become responsible, lifelong learners and contributing global citizens.

CORF VALUES

The core values of Old Rochester Regional School District and Massachusetts Superintendency Union #55 foster a strong sense of pride and belonging among all school community members. These values represent how our school community embraces the pursuit of academic excellence, models the respect and appreciation of human differences and prepares students to be responsible and accountable global citizens.

Our school community will inspire us to:

THINK:

Cultivate a culture of academic rigor and integrity which encourages critical thinking, creative thinking, collaboration, and effective communication.

LEARN:

Strive for academic excellence in educating the whole child through authentic, rigorous, and evidence-based learning opportunities that foster real world application and a continuous pursuit of learning.

CARE:

Ensure a caring and safe environment for all school community members by promoting a sense of belonging and respect for all.

THEORY OF ACTION

IF WE...

implement a rigorous, equitable, and cohesive curriculum that aligns with our Portrait of the Graduate...

AND...

expand and extend the professional development planning process to support equitable adult learning with resources, time, and professional practices to be student-centered...

AND...

enhance our multi-tiered, comprehensive systems of support in all schools...

AND...

provide an inclusive and supportive climate and culture for all school community members...

literacy program

which is a piece of

AND...

promote a sense of belonging and positive relationships between all school community members ensuring a safe learning environment...

THEN WE WILL...

the Literacy Action

(multi-year)

Plan.

Strategic Objective #1: Teaching & Learning

have inspired all students to think, to learn, and to care while providing an opportunity to pursue academic excellence.

	STRATEGIC OBJECTIVES					
1. & 2. Teaching & Learning	3.	4.	5.			
	Support Systems	Climate & Culture	Safe Schools			

Implement an equit	Implement an equitable, cohesive curriculum that aligns with our Portrait of the Graduate in all schools.						
Strategic Initiatives	Person(s) Responsible	Level-based Goal	Action Steps	2023-2024 Anticipated Outcomes & Evidence (Indicators of Success)			
1.2 Adopt and implement a curriculum review cycle and continue the implementation of	Office of Teaching and Learning, principal, teachers	In collaboration with the Hill for Literacy, implement the Into Reading core	 Provide Into Reading resources to teachers Provide PD to staff members around implementation of the Into Reading program through Houghton Mifflin Harcourt 	 Teachers have resources for implementation PD offerings in SMART PD Monthly agendas from Hill for literacy 			

3. Provide monthly support to teachers

through the Hill for Literacy around best practices in literacy instruction

		the district literacy action plan.				
1.4 Establish common assessment practices at all grade levels that are vertically and horizontally aligned and enhance common data collection and analysis procedures to inform instruction. (multi-year)	Office of Teaching and Learning, principal, teachers	In collaboration with the Hill for Literacy, develop a literacy assessment plan to measure student literacy achievement.	 Establish a District Literacy Leadership team that will to set assessment plan/sc Administer literacy assess Conduct data meetings to literacy data and inform in practices 	collaborate chedule sments analyze	2.	DLLT roster and agendas November -June Student benchmark data rosters available for data meetings and progress monitoring meetings Agendas for meetings as well as instructional focus data to drive instruction and guide intervention
1.5 Maintain, enhance, and utilize a curriculum management system containing a scope and sequence for vertical articulation of standards covered during grade level transitions, daily instruction, and assessments. (multi-year)	Office of Teaching and Learning, Instructional Council	The district Instructional Council, including representatives from Sippican School, will continue the work of auditing and updating content in our curriculum management system.	 Instructional Council will in throughout the year to plan auditing and updating cur content Departments/grade level update courses/units follo parameters set by Instruction 	an for rriculum leaders will owing		Instructional Council agendas reflect audits and updates made to units Content updates are available to teachers in our curriculum management system

Strategic Objective #2: Teaching & Learning

Expand and extend the professional development planning and implementation process to support equitable adult learning with the resources, time, and professional practices to be student-centered and aligned with the Portrait of the Graduate.

Strategic Initiatives	Person(s) Responsible	Level-based Goal	Action Steps	2023-2024 Anticipated Outcomes & Evidence (Indicators of Success)
2.1 Design and adopt a revised professional development planning process that supports effective and equitable teaching and learning with consistent and dedicated time. (multi-year)	Office of Teaching and Learning, Instructional Council, teachers	The district Instructional Council will provide input on the 2023-2024 professional development planning. All staff will provide feedback at the end of each PD day to be used in revising follow up professional development.	 Data from staff surveys will be used to plan for professional development offerings Instructional Council will provide input on department/grade level needs for professional development District administration in collaboration with consultancies (ex The Hill and Open Sci Ed) will use data points and input from stakeholders to plan cohesive professional development to staff Participants in PD offerings will submit surveys to document their experiences in PD sessions to help improve future professional development 	 Survey data is analyzed and PD plans are reviewed and updated to reflect the needs of educators IC agendas reflect input shared out with grade levels and departments PD plans reflect input from our consultancies Surveys prepared and uploaded to SMART PD for educators to complete at the end of each PD session
2.5 Provide professional development to support and implement adoption of current Literacy Action Plan. (multi-year)	Office of Teaching and Learning, principal, teachers	Sippican School staff will participate in literacy professional development related to SOR and implementation of the core literacy program.	 Provide PD to staff members around implementation of the Into Reading program through Houghton Mifflin Harcourt Provide monthly support to teachers through the Hill for Literacy around best practices in literacy instruction Through The Hill for Literacy, staff members will complete SOR (Science of Reading) training to understand up to date research around how the brain encodes and decodes 	 HMH provides PD sessions Hill Implementation meeting agendas reflect the coverage of critical components of the Into Reading series SOR modules are provided to teachers during portions of PD and early release days
Strategic Objective # Strengthen the mult		hensive academic, bel	navioral, and social emotional systems of suppo	ort in all schools.
Strategic	Person(s) Responsible	Level-based Goal	Action Steps	2023-2024 Anticipated Outcomes & Evidence

Initiatives				(Indicators of Success)
3.1 Review, design, and expand consistent district-wide systems of support available to all students through the general education setting. (multi-year)	Office of Student Services, principal, teachers	Sippican School will develop and implement systems of support consistent with district initiatives to ensure supports are in place to meet the needs of our students.	 Grade level/departments will use assessment data to drive instruction in tiers I, II, and III Targeted staff will participate on the district team developing and implementing action steps from the Safe and supportive schools grant. This will include looking at SEL curriculums that may be used by the district BBST/SRST teams will meet weekly to ensure that student intervention needs are being addressed Grade level/departments will use the FLEX intervention blocks in the weekly schedule to provide interventions to students in need of extra support in the content areas 	 Instructional planning occurs during Hill Data meetings, progress monitoring meetings, grade level FLEX planning meetings, SRST (Student Resource Support Team) and BBST (Building Based Support Team) meetings Agendas and action items will be shared at the building level Agendas reflect topics of discussion at weekly meetings FLEX planning sheets reflect intervention updates as well as data sheets that drive the groupings

Strategic Objective #4: Climate & Culture

Provide an inclusive, equitable, and positive climate and culture in all schools that promotes sense of belonging for all school community members.

Strategic Initiatives	Person(s) Responsible	Level-based Goal	Action Steps	2023-2024 Anticipated Outcomes & Evidence (Indicators of Success)
4.1 Implement and sustain evidence-based approaches to teaching and discipline that	Principal, teachers	The Sippican School community will collaborate to promote the development of strong academic	Responsive Classroom techniques including: Morning meeting, school & classroom rules, behavior supports, restorative practices, and establishing hopes and dreams will be implemented school wide	Review expectations at BOY Staff meeting and monthly All School Meetings (ASM)

promote the development of strong academic and social skills for all students. (multi-year)		and social skills for all students.		PBIS strategies including a school wide behavior matrix and positive behavior reinforcements will be implemented school wide Second Step social emotional programming will be provided to all students K-6 for one term of the school year by the clinical team and reinforced in each classroom. Update letters will also be sent to families as content is covered		Time provided on staff meeting agendas to review and share ideas related to best practices including sharing RC success stories Behavior matrix updated and added to the student handbook: SC acceptance and parent sign off documented Scope and sequence followed and families receive reinforcement letters to follow through with students
4.3 Develop and implement a clear and flexible communication plan for individual schools and the school-system to ensure family engagement and information sharing. (multi-year)	Principal, VASE Members, School Staff, Community Groups	Sippican school administration will consistently communicate with the school community through weekly update emails to promote school community engagement.	2.	Weekly SMORE updates (SWO) will be sent to families Sundays at 3:00 Families will be informed of monthly All School Meetings in a timely manner so that they will have the opportunity to attend should they choose to do so School events including: parent teacher conferences, Science Fair, Art Show, ACE programming, fundraisers and band/chorus concerts will be included in the SWO to ensure that families have a chance to plan for and participate in events	2.	SMOREs sent weekly to update staff and families of upcoming happenings The SMORE will be posted on Facebook weekly by the end of the year ASM times and content are shared with families monthly SWO monthly calendars are maintained and included in the weekly SMORE
4.4 Utilize student voice, student engagement, and student leadership skills to guide and	Enrichment teacher, principal, Project 351 leadership students and	Sippican students, with the support of staff members, will enhance	1.	Project 351 will be open to grades 4-6. Student "Influencers" will attend four training sessions to understand their roles. Monthly	1.	Trainings for students occur at the JHS/HS Students present content at monthly ASMs

enhance a respectful and successful learning environment for all. (multi-year)	support staff	student voice through school and district leadership opportunities.	times will be offered for planning for student voice at All School Meetings 2. Kindness Crew (grade 6 students) will meet weekly to organize, plan, and implement messaging and inclusive projects across the school 3. Junior Reporters (grade 5 students) will meet with ORCTV staff to learn about broadcasting, tape new desk reports and prepare for their part in monthly All School Meetings 4. School Newspaper (grade 4) "reporters" along with school staff and an ORR AmbassadOR will meet weekly/monthly to organize and collaborate on articles for our NEW school newspaper 5. 4th, 5th and 6th grade students will assist K students as "Kindergarten Buddies". They will support the arrival and dismissal at buses. They will also support at ASM and read to students in the classes.
4.5 Provide professional development to support and implement best practices related to tracking and improving student behavior and discipline.	Principal, teachers	Sippican staff will participate in professional development related to tracking and improving student behavior and discipline.	 School Administration will provide an overview of the tracking system in the opening days of school Follow up discussions at monthly staff meetings will be provided (as needed) to clarify and streamline processes Our school behavior matrix will be reviewed as needed for updates and clarity Responsive Classroom techniques and supports will be reviewed for school wide support and consistency in addressing behavioral needs Opening day meeting agenda reflects time spee explaining the new system Staff meeting agendas reflect time spent reviewing the matrix and resources as needed Staff meeting agendas reflect time spent reviewing the matrix and resources as needed Staff meeting agendas reflect time spent reviewing the matrix and resources as needed Staff meeting agendas reflect time spent reviewing the matrix and resources as needed

Strategic Objective #5: Safe Schools

Ensure safe, secure, and equitable learning environments in all schools.

Strategic Initiatives	Person(s) Responsible	Level-based Goal	Action Steps	2023-2024 Anticipated Outcomes & Evidence (Indicators of Success)
5.1 Provide professional physical and cyber safety and security practices. (multi-year)	District Business Office, District Tech Team, SRO, First Responders principals, teachers	Sippican staff will participate in physical and cyber safety practices to reinforce best practices in supporting building and cyber safety.	 Cyber security training will be provided to staff to ensure continued safety with our use of the district email system ALICE trainings will be conducted with staff and students during the school year with the support of local first responders Fire Drills will be conducted during the school year with the support of local first responders District administration will update the Crisis Manual that provides guidance of procedures in emergency situations 	 Trainings are sent (through email) and completed by selected staff members Staff training occurs in the fall with follow up as needed with staff and then with the students during a school day Fire drills are conducted with the support of the Marion Fire Department Updated manual shared with The Leadership Council to be followed in emergency situations
5.4 Establish short and long term capital plans for all school buildings, grounds, and facility operations. (multi-year)	District Business Office, Superintendent's Office, Principal	Building and district departments/ administration will collaborate to understand and document short and long term building needs (capital planning) to be shared with town leadership.	 School administration will meet with the district administrative department heads to target areas of need in the building School and district administration will meet with town officials to walk the building and view areas of need Items agreed upon will be added to the town's capital improvement planning 	 Items added to the Capital Plan to be reviewed with town leadership Building walk occurs with a focus on high need areas Town capital planning documents reflect the needs presented

MARION SCHOOL COMMITTEE MEETING BUDGET SUBCOMMITTEE MINUTES

December 7, 2023 at 12:00 p.m.

COMMITTEE MEMBERS PRESENT: April Nye and Nichole Nye McGaffey

ADMINISTRATORS PRESENT: Michael S. Nelson, Superintendent of Schools and Howard Barber, Assistant Superintendent of Finance & Operations

OTHERS PRESENT: Toby Burr, Select Board Member

Ms. Nye called the meeting to order at 12:03 p.m.

SUMMARY OF DISCUSSION:

Superintendent Nelson opened discussion of the agenda. He reviewed at the last meeting that Mr. Shay Assad attended and we are awaiting feedback from the Finance Committee.

Superintendent Nelson and Assistant Superintendent Barber reviewed the summary sheet - level service budget of 5.27% increase of \$351,597 and the 3-year comparison. This recognized level service contracts and mandated special costs. The current proposed Superintendent's budget is based on contractual salary increases, Special Education contract services for student placements, transportation expenses, and facilities current contracts and utilities.

There was a review of the impact to the operating budget if the priority needs of (1st) .4 reading, (2nd) .6 Special Education position, and (3rd) 1.0 math interventionist were approved. The board members recognized the .4 reading and .6 Special Education positions were budgeted via grant funding in FY24 that will have expired by 6.30.2024. This indicated that the district was currently utilizing these services for students.

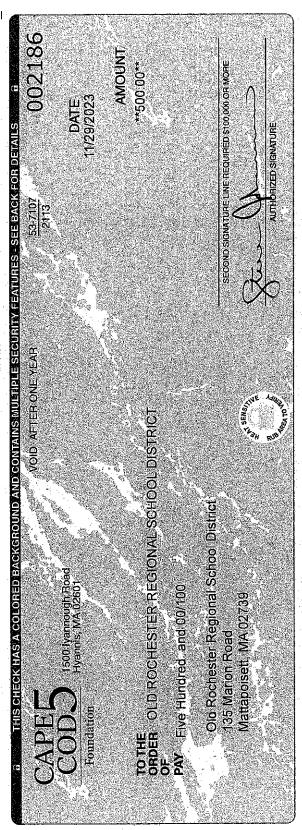
Superintendent Nelson proposed to notify of the 5.67% or \$378,167 amount increase to meet the December 13th deadline from the town administrator. A note will also provide the reference of the .4 and .6 FTEs and their amounts currently being active positions of services to students. Ms. Nye and Ms. Nye McGaffey agreed to share this information to the town. Mr. Burr commented the importance of identifying the needs and priorities.

Meeting was adjourned at 12:30 p.m. Motion to adjourn by Ms. Nye McGaffey Motion seconded by Ms. Nye Motion Carried 2-0.

Respectfully submitted,

Michael S. Nelson Superintendent

M-N~



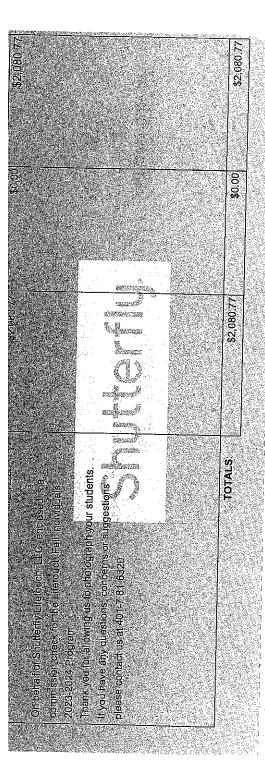
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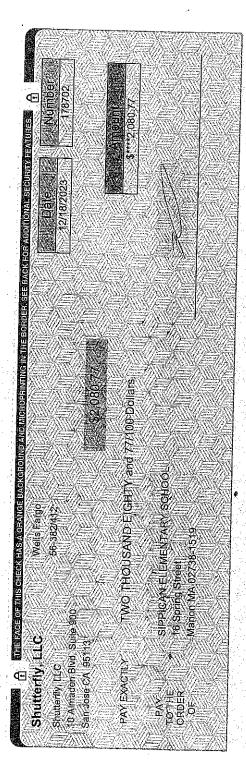
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Cape Cod 5 Educational Mini-Grants

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Name	Teacher Name	Project Title	Grant Amount
Sippican Elementary School	Sarah Jacques	Sippican Snack Squad	\$500.00
Total SIPPICAN ELEMENTARY SCHOOL	SCHOOL (1 item)		\$500.00

Please find enclosed a summary of each teacher who won a Cape Cod 5 Educational Mini-Grant from your school this year, along with a check for each of those teachers. We are happy to answer any questions you might have at community@capecodfive.com.





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Art Fundraiser - Art Teacher Profits



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: February 6, 2024

Re: Motion – IDEA Grant

The Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant is to support schools and districts to implement IEP Improvement Project, with a strong emphasis on transitioning to utilization of the newly revised forms and processes.

Motion:

The School Committee is voting to approve the Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,321 as presented.

OFFICE OF THE GOVERNOR COMMONWEALTH OF MASSACHUSETTS STATE HOUSE BOSTON, MA 02133

ATE HOUSE BOSTON, MA 0213 (617) 725-4000

MAURA T. HEALEY
GOVERNOR

KIMBERLEY DRISCOLL LIEUTENANT GOVERNOR

January 22, 2024

Dear Michael Nelson,

Congratulations! We are pleased to notify you that Marion School District has been awarded an FY24 FC125 Math Acceleration Academies Grant of \$50,000.

We want to thank you for your commitment to supporting the advancement of educational excellence for students in Marion School District and look forward to expanding opportunities for access to high-quality educational experiences for all students.

Please feel free to contact Thomas Zorich (thomas.zorich@mass.gov) at the Department of Elementary and Secondary Education if you have any questions.

Sincerely,

GOVERNOR MAURA T. HEALEY

LT. GOVERNOR KIMBERLEY DRISCOLL

Kin Drivel

Massachusetts Department of Public Health School Health Services Unit

Medication Administration and Epinephrine Training Registration Guidance Document

All primary and secondary public school districts and non-public schools in the Commonwealth are required to comply with M.G.L. 94C: *The Controlled Substances Act* and 105 CMR 210.000: *The Administration of Prescription Medications in Public and Private Schools*. Only licensed healthcare professionals may administer prescription medications in Massachusetts primary and secondary schools/districts **unless** the school/school district completes the application for the delegation of administration of medications to unlicensed personnel and/or the application for training on administration of epinephrine by auto-injector by unlicensed school personnel.

This Guidance details the process by which primary and secondary public school districts and non-public schools in the Commonwealth can apply for authorization to allow a school nurse to delegate the administration of prescription medications to unlicensed school personnel. This Guidance also details the process by which primary and secondary public school districts and non-public schools in the Commonwealth can apply to train their staff on the administration of epinephrine by autoinjector.

All primary and secondary schools/districts delegating medications, or training unlicensed personnel to administer epinephrine via auto-injector, or that have stock medications, must obtain a Massachusetts Controlled Substance Registration (MCSR) from the Massachusetts Department of Public Health (MDPH) School Health Unit (SHU). This process is explained in this guidance document.

While 105 CMR 210.000 allows a school committee or board of trustees, in consultation with the board of health, to seek authorization from MDPH SHU to delegate administration of prescription medications to unlicensed school employees, delegation to unlicensed school personnel is not intended to take the place of a school nurse but rather intended to add flexibility to the nurse's daily practice. 105 CMR 210.000 still requires that "The School Committee or Board of Trustees, in consultation with the Board of Health where appropriate, shall provide assurance that sufficient school nurse(s) are available to provide proper supervision of unlicensed school personnel."

The 1998 legislative report *Options for Developing School Health Services in Massachusetts* recommended the school nurse to student ratio be 1.0 fulltime equivalent (FTE) professional school nurse (RN) in each building with 250 to 500 students. In buildings with more than 500 students, an additional 0.1 FTE is recommended for each additional 50 students. For buildings with fewer than 250 students, the recommended ratio is 0.1 FTE: 25 students.

In addition to these guidelines, the MDPH SHU recommends that a needs assessment be completed with attention paid to those children with special health care needs, as well as emergency response time for each building. If an application indicates that the nurse to student ratios for any building are greater than 1:750, a letter will be emailed to the school/district noting that the ratios are above recommended levels, and the MDPH SHU reserves the right to deny the application for medication delegation. **Note**: Any school building with less than 1 FTE RN that intends to delegate medications must have an RN on-call via telephone while school is in session and the nurse is not physically present.

Registration Instructions for Medication Delegation & Epinephrine Training ☐ Fill out the **Staffing Spreadsheet**. Please only include healthcare professionals working in the school health office. Healthcare professionals assigned to an individual student or specific classroom should not be included in the staffing spreadsheet. ☐ Meet with the signatories review the school/district policies regarding health services, medication administration, and/or epinephrine training at least every other year. All signatories must sign the Signature Page annually. Signatures can be scanned and emailed or be an electronic signature (typed signatures will not be accepted). ☐ Obtain certificates of attendance from the two mandatory BU SHIELD courses, *Medication* Administration in a School Setting: School Nurse Practice in Massachusetts and Medication Administration in Schools: What School Nurse Managers Need to Know. Both classes need to be taken every three years. ☐ Log onto https://healthprofessionlicensing.mass.gov/ to submit the staffing/building profile, signature page, and the BU SHIELD certificates. Follow the prompts on the website until the application is fully submitted. If you need assistance with the website please email elicensing.helpdesk@mass.gov or call the Help Desk at (617) 973-0935.

Key Points for Registering for Medication Delegation & Epinephrine Training

☐ The school/school district's registration expires one year (365 days) from the date on the MCSR.

1) The Medication Manager (the Medication Manager must be a Registered Nurse in the Commonwealth of Massachusetts) is legally responsible for the management of the medication administration and/or epinephrine training program.

Districts/schools can renew the registration up to 90 days prior to the expiration date.

- 2) All registrations must be submitted annually and will expire one year (365 days) from the date on the MCSR. Please note the date your application was approved so that your ability to delegate does not lapse.
- 3) The primary or secondary school/district must have policies for handling, storage, delegation, and disposal of prescription medications and these policies must comply with the laws of the Commonwealth and the regulation 105 CMR 210. The written policies can be requested by MDPH SHU at any time.
- 4) If a primary or secondary school district/school opts to *not* delegate prescription medications to unlicensed personnel, and only practices direct administration by a licensed healthcare professional, registration with the MDPH SHU and a MCSR is not necessary. The handling, storage, administration, and disposal of medications will occur under the license of a healthcare professional.
 - a. A primary or secondary school district/school who is not registered for medication delegation must apply to MDPH SHU for registration to train unlicensed staff to administer epinephrine.
 - b. The storage of any stock medication to be administered by a licensed healthcare professional does require a MCSR through the MDPH SHU.

OPTIONAL Back-Up Medication Manager (RN)

School districts/schools have an option to submit a back-up Medication Manager (RN) with their medication delegation registration application. In the event the primary Medication Manager (RN) leaves their position, or steps down from this registration, the back-up Medication Manager (RN) on this application can immediately fill in as the primary Medication Manager (RN), without lapse of registration. In the event there is no back-up Medication Manager (RN), or the back-up Medication Manager (RN) does not confirm their intention to become the primary Medication Manager (RN) within seven business days, the school district/school's registration will be null and void and the school district/school cannot delegate medication to unlicensed school staff.

- a. The optional back-up Medication Manager (RN) must complete both <u>Medication Administration in a School Setting: School Nurse Practice in Massachusetts</u> and <u>Medication Administration in Schools: What School Nurse Managers Need to Know</u> and submit the certificates with the application. Both classes need to be taken every three years.
- b. The optional back-up Medication Manager (RN) must be a Registered Nurse in the Commonwealth of Massachusetts.
- c. When the primary Medication Manager (RN) leaves their position, they must inform the MDPH School Health Unit via email at medication.delegation@mass.gov.

Massachusetts Department of Public Health School Health Unit and Massachusetts Controlled Substance Registration (MCSR) Signature Page

I hereby attest that as the School Nurse Manager (RN), I have completed this application manager and supervisor of the medication storage, handling and delegation program will act as the Massachusetts Department of Public Health contact on all matters relain the school setting. I have developed and/or reviewed the policies and procedures 210.000 in consultation with the school physician and have recommended to the Schadoption of the policies.	in the applicant school system / school. I ting to the administration of medications in compliance with regulations 105 CMR
Medication Manager (RN) (Signature /Credentials) Medication Manager (RN)	MIRMS 1/24/24 N) (Please Print) Date
SIPPICAN ELEMENTARY SCHOOL IL SPINGST MAN School Name and Address of Medication Manager (RN) City HI - 297 - 12352 MIMMANNIKAISO DARUNESTR. IRG Telephone Number E-mail Address	State Zip Code RN 202949 RN License Number
I hereby attest that as School Physician (MD) , I have consulted with the Medication application. I have reviewed the regulations, policies and procedures and have record of Trustees adoption of the policies. School Physician (MD) (Signature) School Physician (MD) (Figure 1)	
I hereby attest that as Superintendent of Schools or Administrator of the School, regulations and with the policies as specified in this application. I thus acknowledge management role and responsibility as a fined in regulations 105 CMR 210.000. I he policies and procedures and have recommended to the School Committee/Board of Tourist Superintendent of Schools or Administrator of School (Signature) Superintendent of School (Signature) Administrator of School (Signature)	the Medication Manager (RN) ave reviewed the regulations,
I hereby attest that as Chair , School Committee or Chair , Board of Trustees , the Committee/Board has agreed to adopt the policies and procedures governing the administration of prescription medications as defined by statute and regulation (M.G.L. 94C and 105 CMR 210.000). The School Committee/Board of Trustees has approved the categories of unlicensed personnel who may administer prescription medications and understands the Medication Manager (RN) role as manager of the medication program in the school.	
Chair, School Committee or Chair, Board of Trustees (Signature) Chair, Board of Trustees (I	Date Please Print)



READS Collaborative

105 East Grove St., Middleboro, MA 02346

REGIONAL EDUCATIONAL ASSESSMENT AND DIAGNOSTIC SERVICES (READS) COLLABORATIVE AGREEMENT

Pursuant to *M.G.L. c. 40, § 4E*.

PREAMBLE / AUTHORIZATION

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

This Agreement replaces the original Agreement dated December 15, 1987, as most recently amended on July 1, 2023, entered into by and between the school committees listed in Section I (herein, the "Member Districts") and will be effective upon the approval of the Member Districts and the BESE as indicated on the signatory page.

SECTION I: MEMBERSHIP

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

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

SECTION II: MISSION, OBJECTIVES, FOCUS, AND PURPOSES

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

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

The overall objectives of READS Collaborative are:

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

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

SECTION III: PROGRAMS AND SERVICES TO BE OFFERED

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

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

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

SECTION IV: GOVERNANCE

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

SECTION V: CONDITIONS OF MEMBERSHIP

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

SECTION VI: POWERS AND DUTIES OF THE BOARD

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

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

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

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

SECTION VII: FINANCE

A. Financial Terms

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

B. Collaborative Fund

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

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

C. Borrowing, Loans, and Mortgages:

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

D. Cumulative Surplus Funds in Excess of the Regulatory Limit

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

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

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

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

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

E. Annual Budget Preparation

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

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

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

F. Transmitting the Budget and Payment Terms:

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

G. Procedure for Amending the Budget:

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

SECTION VIII: PROCEDURE FOR AMENDING THE COLLABORATIVE AGREEMENT

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

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

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

<u>SECTION IX: PROCEDURE AND TIMELINE FOR ADMITTING NEW MEMBER</u> DISTRICTS

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

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

<u>SECTION X: PROCEDURE AND TIMELINE FOR WITHDRAWAL OF CURRENT MEMBER DISTRICT(S)</u>

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

<u>SECTION XI: PROCEDURE FOR TERMINATION OF THE COLLABORATIVE</u> <u>AGREEMENT</u>

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

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

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

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

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

SECTION XII: INDEMNIFICATION

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

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

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

SECTION XIII: EFFECTIVE DATE

This Agreement shall become effective on July 1, 2024 and shall continue indefinitely, providing that all requisite approvals, including that of the Board of Elementary and Secondary Education have been obtained no later than April 30, 2024.

This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by READS Collaborative Board of Directors: 1.18.2024

Dates approved by Member School Committees an	d signatures:
Marion School District	Date of School Committee Vote
Name of CHAIRPERSON of Marion School Com	mittee (Please Print)
Signature of CHAIRPERSON of Marion School C	Committee Date

This Agreement shall become effective on July 1, 2024 and shall continue indefinitely, providing that all requisite approvals, including that of the Board of Elementary and Secondary Education have been obtained no later than April 30, 2024.

This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by READS Collaborative Board of Directors: 1.18.2024

Dates approved by Member School Committees and signatures:

Marion School District

Date of School Committee Vote

Name of CHAIRPERSON of Marion School Committee (Please Print)

Signature of CHAIRPERSON of Marion School Committee

Date

Old Rochester Regional School District





Memo

To: School Committee Members of Marion

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

Cc: Michael S. Nelson, Superintendent of Schools

Date: February 2, 2024

Re: Financial Report – Fiscal Year 2024

Financial Report:

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

· Budget Report by Department for January 31, 2024

For the purpose of our Financial Forecasting:

The Marion School District currently has \$444,957 available of the general funds appropriated for the 2024 Fiscal Year. Per the attached Year to Date Budget Report by Department, we are able to identify how our funds are encumbered and expended. This report recognizes the activity of the total \$6,666,193 appropriated to the Marion School District.

- > \$ 6,666,193 General Funds Approved
- ➤ \$6,221,236 Obligations Paid or Encumbered Year to Date
- > \$ 444,957 Remaining Available Funds

FY23-24 APPROVE	D BUDGET			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	☐ Subtotal by Collapse Mask ☐	Include pre enc	umbrance 🔲 Print	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date I	Range
	Exclude Inactive Accounts with zero	o balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Buc
01.302.001.1110.04.33	MEMBERSHIPS	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
01.302.001.1110.04.35	CENSUS	\$875.00	\$0.00	\$0.00	\$875.00	\$0.00	\$875.00	100.00%
01.302.001.1110.04.36	DOE AUDIT	\$2,000.00	\$1,735.26	\$1,735.26	\$264.74	\$0.00	\$264.74	13.24%
01.302.001.1110.05.36	SUPPLIES	\$1,600.00	\$600.00	\$600.00	\$1,000.00	\$0.00	\$1,000.00	62.50%
01.302.001.1110.06.36	ADVERTISING	\$1,000.00	\$1,125.03	\$1,125.03	(\$125.03)	\$0.00	(\$125.03)	-12.50%
01.302.001.1110.06.37	CONFERENCES	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
01.302.001.1430.04.36	LEGAL COUNSEL	\$1,100.00	\$0.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00	100.00%
	Dept: SCHOOL COMMITTEE - 001	\$8,475.00	\$3,460.29	\$3,460.29	\$5,014.71	\$0.00	\$5,014.71	59.17%
01.302.004.1210.01.02	SUPERINTENDENT	\$30,712.00	\$18,836.19	\$18,836.19	\$11,875.81	\$14,793.55	(\$2,917.74)	-9.50%
01.302.004.1210.02.02	EXEC ASST SUPT	\$11,762.00	\$6,146.84	\$6,146.84	\$5,615.16	\$4,506.98	\$1,108.18	9.42%
01.302.004.1210.04.33	ASSOCIATIONS & DUES	\$2,300.00	\$1,411.28	\$1,411.28	\$888.72	\$0.00	\$888.72	38.64%
01.302.004.1210.05.20	GENERAL SUPPLIES	\$2,060.00	\$0.00	\$0.00	\$2,060.00	\$0.00	\$2,060.00	100.00%
01.302.004.1210.05.21	POSTAGE	\$600.00	\$677.49	\$677.49	(\$77.49)	\$0.00	(\$77.49)	-12.92%
01.302.004.1210.05.22	SUPPLIES	\$1,500.00	\$1,597.70	\$1,597.70	(\$97.70)	\$0.00	(\$97.70)	-6.51%
01.302.004.1210.06.36	MISCELLANEOUS	\$0.00	\$3,994.61	\$3,994.61	(\$3,994.61)	\$0.00	(\$3,994.61)	0.00%
01.302.004.1210.06.37	TRAVEL & CONFERENCES	\$3,660.00	\$1,013.40	\$1,013.40	\$2,646.60	\$0.00	\$2,646.60	72.31%
01.302.004.1220.01.02	ASSISTANT SUPERINTENDENT OF CU	\$20,764.00	\$13,505.29	\$13,505.29	\$7,258.71	\$9,853.65	(\$2,594.94)	-12.50%
01.302.004.1220.02.02	ADMIN ASSISTANT OF CURRICULUM	\$7,906.00	\$4,777.53	\$4,777.53	\$3,128.47	\$2,736.11	\$392.36	4.96%
01.302.004.1410.01.02	ASSISTANT SUPERINTENDENT OF FI	\$25,265.00	\$14,738.33	\$14,738.33	\$10,526.67	\$9,964.92	\$561.75	2.22%
01.302.004.1410.03.02	FINANCE OFFICE STAFF	\$29,730.00	\$17,221.45	\$17,221.45	\$12,508.55	\$10,716.98	\$1,791.57	6.03%
01.302.004.1420.01.02	HR BENEFITS COORDINATOR	\$0.00	\$0.00	\$0.00	\$0.00	\$4,516.11	(\$4,516.11)	0.00%
01.302.004.1420.03.02	HR BENEFITS COORDINATOR	\$12,318.00	\$7,063.89	\$7,063.89	\$5,254.11	\$0.00	\$5,254.11	42.65%
01.302.004.1450.04.27	COMPUTER SERVICES	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
01.302.004.1450.05.21	ADMINISTRATIVE TECHNOLOGY	\$500.00	\$286.85	\$286.85	\$213.15	\$0.00	\$213.15	42.63%
01.302.004.4130.04.15	TELEPHONE	\$3,000.00	\$249.74	\$249.74	\$2,750.26	\$0.00	\$2,750.26	91.68%
01.302.004.4230.04.27	MAINTENANCE OF EQUIPMENT	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
01.302.004.5300.04.21	COPIER RENTAL	\$1,500.00	\$161.04	\$161.04	\$1,338.96	\$0.00	\$1,338.96	89.26%
	Dept: SUPERINTENDENTS OFFICE - 004	\$161,077.00	\$91,681.63	\$91,681.63	\$69,395.37	\$57,088.30	\$12,307.07	7.64%
01.302.007.2210.01.02	PRINCIPAL	\$124,656.00	\$69,447.00	\$69,447.00	\$55,209.00	\$50,927.81	\$4,281.19	3.43%
01.302.007.2210.01.05	ASST PRINCIPAL	\$108,215.00	\$60,287.70	\$60,287.70	\$47,927.30	\$44,210.95	\$3,716.35	3.43%
01.302.007.2210.02.02	PRINCIPAL'S SECRETARY	\$41,886.00	\$19,150.68	\$19,150.68	\$22,735.32	\$22,342.47	\$392.85	0.94%
01.302.007.2210.03.08	AIDES SUPERVISORY	\$8,087.00	\$6,301.83	\$6,301.83	\$1,785.17	\$9,175.65	(\$7,390.48)	-91.39%
01.302.007.2210.04.33	ASSOCIATION DUES	\$1,300.00	\$1,078.00	\$1,078.00	\$222.00	\$0.00	\$222.00	17.08%
01.302.007.2210.05.22	SUPPLIES ADMINISTRATION	\$3,000.00	\$2,987.65	\$2,987.65	\$12.35	\$0.00	\$12.35	0.41%
01.302.007.2210.05.23	SUPPLIES COPYING	\$4,800.00	\$1,940.00	\$1,940.00	\$2,860.00	\$2,860.00	\$0.00	0.00%
01.302.007.2210.05.24	SUPPLIES GENERAL SCHOOL	\$6,000.00	\$5,681.32	\$5,681.32	\$318.68	\$202.15	\$116.53	1.94%
01.302.007.2210.05.25	POSTAGE	\$1,900.00	\$640.82	\$640.82	\$1,259.18	\$759.18	\$500.00	26.32%
01.302.007.2210.06.36	ADVERTISING	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
01.302.007.2210.06.37	TRAVEL/CONFERENCES	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
01.302.007.2250.05.22	PRINCIPALS TECHNOLOGY	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.302.007.4230.04.28	MAINTENANCE OF EQUIPMENT	\$2,000.00	\$1,322.75	\$1,322.75	\$677.25	\$1,177.25	(\$500.00)	-25.00%
01.302.007.5260.06.38	POSITION BONDS	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
01.302.007.5300.04.28	COPIER RENTAL	\$14,000.00	\$8,374.89	\$8,374.89	\$5,625.11	\$7,025.11	(\$1,400.00)	-10.00%
	Dept: SCHOOL ADMINISTRATION - 007	\$317,544.00	\$177,212.64	\$177,212.64	\$140,331.36	\$138,680.57	\$1,650.79	0.52%
01.302.010.2305.01.03	TEACHERS	\$1,742,805.00	\$698,954.84	\$698,954.84	\$1,043,850.16	\$955,776.16	\$88,074.00	5.05%
01.302.010.2324.01.34	LONG TERM SUBS - PROFESSIONAL	\$0.00	\$2,157.44	\$2,157.44	(\$2,157.44)	\$0.00	(\$2,157.44)	0.00%
01.302.010.2325.03.34	SUBSTITUTES	\$50,000.00	\$46,450.80	\$46,450.80	\$3,549.20	\$0.00	\$3,549.20	7.10%
01.302.010.2325.03.35	SUBSTITUTES PROFESSIONAL DEVEL	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
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FY23-24 APPROVED B	BUDGET			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	☐ Subtotal by Collapse Mask ☐	Include pre end	umbrance 🔲 Print	accounts with ze	ero balance 🗹 F	ilter Encumbrance	Detail by Date I	Range
	Exclude Inactive Accounts with zer	o balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bud
01.302.010.2351.04.03	TUITION REIMBURSEMENT	\$8,000.00	\$2,678.83	\$2,678.83	\$5,321.17	\$0.00	\$5,321.17	66.51%
01.302.010.2351.06.37	TRAVEL & CONF TEACHERS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
	Dept: CLASSROOM TEACHERS - 010	\$1,813,305.00	\$750,241.91	\$750,241.91	\$1,063,063.09	\$955,776.16	\$107,286.93	5.92%
01.302.013.2305.01.03	TEACHERS	\$290,885.00	\$122,526.47	\$122,526.47	\$168,358.53	\$167,481.53	\$877.00	0.30%
01.302.013.2330.03.08	PARAPROFESSIONALS	\$33,857.00	\$14,597.28	\$14,597.28	\$19,259.72	\$19,087.20	\$172.52	0.51%
01.302.013.2430.05.23	SUPPLIES	\$4,950.00	\$5,373.23	\$5,373.23	(\$423.23)	\$6.70	(\$429.93)	-8.69%
	Dept: KINDERGARTEN - 013	\$329,692.00	\$142,496.98	\$142,496.98	\$187,195.02	\$186,575.43	\$619.59	0.19%
01.302.016.2305.01.03	TEACHERS	\$53,038.00	\$22,330.00	\$22,330.00	\$30,708.00	\$30,650.00	\$58.00	0.11%
01.302.016.2430.05.23	SUPPLIES & MATERIALS ART	\$4,950.00	\$4,569.45	\$4,569.45	\$380.55	\$0.00	\$380.55	7.69%
	Dept: ART PROGRAM - 016	\$57,988.00	\$26,899.45	\$26,899.45	\$31,088.55	\$30,650.00	\$438.55	0.76%
01.302.024.2305.01.03	TEACHERS	\$18,589.00	\$4,920.40	\$4,920.40	\$13,668.60	\$7,872.70	\$5,795.90	31.18%
01.302.024.2356.06.37	TRAVEL & CONFERENCES ELL	\$0.00	\$50.11	\$50.11	(\$50.11)	\$369.89	(\$420.00)	0.00%
	Dept: ELL PROGRAM - 024	\$18,589.00	\$4,970.51	\$4,970.51	\$13,618.49	\$8,242.59	\$5,375.90	28.92%
01.302.025.2305.01.03	TEACHERS	\$141,114.00	\$57,592.70	\$57,592.70	\$83,521.30	\$78,855.75	\$4,665.55	3.31%
01.302.025.2330.03.08	PARAPROFESSIONALS	\$60,864.00	\$25,231.64	\$25,231.64	\$35,632.36	\$33,588.52	\$2,043.84	3.36%
01.302.025.2430.05.23	SUPPLIES	\$4,950.00	\$4,966.26	\$4,966.26	(\$16.26)	\$0.00	(\$16.26)	-0.33%
	Dept: ENGLISH - 025	\$206,928.00	\$87,790.60	\$87,790.60	\$119,137.40	\$112,444.27	\$6,693.13	3.23%
01.302.037.2430.05.23	SUPPLIES	\$4,950.00	\$3,880.95	\$3,880.95	\$1,069.05	\$0.00	\$1,069.05	21.60%
	Dept: MATHEMATICS - 037	\$4,950.00	\$3,880.95	\$3,880.95	\$1,069.05	\$0.00	\$1,069.05	21.60%
01.302.040.2340.01.03	LIBRARIAN	\$100,584.00	\$42,370.68	\$42,370.68	\$58,213.32	\$57,978.32	\$235.00	0.23%
01.302.040.2415.04.25	AV MATERIALS	\$0.00	\$500.00	\$500.00	(\$500.00)	\$0.00	(\$500.00)	0.00%
01.302.040.2415.05.24	BOOKS & MAGAZINES	\$0.00	\$1,684.31	\$1,684.31	(\$1,684.31)	\$0.00	(\$1,684.31)	0.00%
01.302.040.2415.06.37	TRAVEL & CONFERENCES	\$0.00	\$275.00	\$275.00	(\$275.00)	\$0.00	(\$275.00)	0.00%
01.302.040.2430.05.23	SUPPLIES	\$4,950.00	\$587.37	\$587.37	\$4,362.63	\$0.00	\$4,362.63	88.13%
01.302.040.7400.04.29	REPLACEMENT OF EQUIPMENT	\$0.00	\$471.51	\$471.51	(\$471.51)	\$0.00	(\$471.51)	0.00%
	Dept: MEDIA SERVICES - 040	\$105,534.00	\$45,888.87	\$45,888.87	\$59,645.13	\$57,978.32	\$1,666.81	1.58%
01.302.043.2305.01.03	TEACHER	\$202,168.00	\$84,056.06	\$84,056.06	\$118,111.94	\$114,821.94	\$3,290.00	1.63%
01.302.043.2330.04.09	ACCOMPANIST	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
01.302.043.2430.05.23	SUPPLIES	\$4,950.00	\$2,052.21	\$2,052.21	\$2,897.79	\$280.50	\$2,617.29	52.87%
01.302.043.4230.04.29	MAINTENANCE OF EQUIPMENT	\$0.00	\$1,619.98	\$1,619.98	(\$1,619.98)	\$0.00	(\$1,619.98)	0.00%
	Dept: MUSIC - 043	\$207,968.00	\$87,728.25	\$87,728.25	\$120,239.75	\$115,102.44	\$5,137.31	2.47%
01.302.049.2305.01.03	TEACHER	\$144,634.00	\$61,841.57	\$61,841.57	\$82,792.43	\$84,929.43	(\$2,137.00)	-1.48%
01.302.049.2430.05.23	SUPPLIES	\$4,950.00	\$6,303.32	\$6,303.32	(\$1,353.32)	\$0.00	(\$1,353.32)	-27.34%
	Dept: PHYSICAL EDUCATION - 049	\$149,584.00	\$68,144.89	\$68,144.89	\$81,439.11	\$84,929.43	(\$3,490.32)	-2.33%
01.302.052.2430.05.23	SUPPLIES	\$4,950.00	\$3,578.59	\$3,578.59	\$1,371.41	\$0.00	\$1,371.41	27.71%
	Dept: SCIENCE - 052	\$4,950.00	\$3,578.59	\$3,578.59	\$1,371.41	\$0.00	\$1,371.41	27.71%
01.302.055.2430.05.23	SUPPLIES	\$4,950.00	\$5,037.62	\$5,037.62	(\$87.62)	\$33.57	(\$121.19)	-2.45%
5.1552.000.2 100.00.20	Dept: SOCIAL STUDIES - 055	\$4,950.00	\$5,037.62	\$5,037.62	(\$87.62)	\$33.57	(\$121.19)	-2.45%
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01.302.061.2351.01.35	CURRICULUM DEVELOPMENT	\$2,500.00	\$47.55	\$47.55	\$2,452.45	\$0.00	\$2,452.45	98.10%
01.302.061.2351.04.03	CONTRACTED PROFESSIONAL DEVEL	\$25,000.00	\$7,826.01	\$7,826.01	\$17,173.99	\$13,043.35	\$4,130.64	16.52%

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FY23-24 APPROVED B	UDGET			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	☐ Subtotal by Collapse Mask ☐	Include pre enc	umbrance Print	accounts with ze	ro balance 🗸 Fi	Iter Encumbrance	Detail by Date I	Range
	Exclude Inactive Accounts with zero	*					.,	3.
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bud
01.302.061.2351.05.23	SUPPLIES	\$5,500.00	\$11,900.70	\$11,900.70	(\$6,400.70)	\$607.19	(\$7,007.89)	-127.42%
01.302.061.2356.04.35	CONSULTANT PROF DEVELOPMENT	\$8,500.00	\$275.00	\$275.00	\$8,225.00	\$0.00	\$8,225.00	96.76%
01.302.061.2430.05.23	SUPPLIES	\$0.00	\$1,741.46	\$1,741.46	(\$1,741.46)	\$0.00	(\$1,741.46)	0.00%
	Dept: CURRICULUM DEVELOPMENT - 061	\$41,500.00	\$21,790.72	\$21,790.72	\$19,709.28	\$13,650.54	\$6,058.74	14.60%
01.302.067.2305.01.03	TEACHER	\$88,899.00	\$38,706.47	\$38,706.47	\$50,192.53	\$52,981.53	(\$2,789.00)	-3.14%
01.302.067.2430.05.23	SUPPLIES	\$4,950.00	\$2,913.70	\$2,913.70	\$2,036.30	\$0.00	\$2,036.30	41.14%
	Dept: ENRICHMENT PROGRAM - 067	\$93,849.00	\$41,620.17	\$41,620.17	\$52,228.83	\$52,981.53	(\$752.70)	-0.80%
01.302.076.3200.01.11	NURSE	\$65,061.00	\$27,391.31	\$27,391.31	\$37,669.69	\$37,351.69	\$318.00	0.49%
01.302.076.3200.04.11	CONTRACTED PHYSICIAN	\$4,200.00	\$0.00	\$0.00	\$4,200.00	\$4,200.00	\$0.00	0.00%
01.302.076.3200.05.23	SUPPLIES	\$1,900.00	\$1,958.70	\$1,958.70	(\$58.70)	\$0.00	(\$58.70)	-3.09%
01.302.076.3200.06.36	ASSOCIATION DUES	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
01.302.076.3200.06.37	TRAVEL & CONFERENCES	\$350.00	\$0.00	\$0.00	\$350.00	\$0.00	\$350.00	100.00%
01.302.076.4230.04.29	MAINTENANCE OF EQUIPMENT	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Dept: HEALTH SERVICES - 076	\$71,811.00	\$29,350.01	\$29,350.01	\$42,460.99	\$41,551.69	\$909.30	1.27%
01.302.079.3300.06.40	REGULAR EDUCATION - PUPIL K-6	\$235,000.00	\$100,519.74	\$100,519.74	\$134,480.26	\$134,480.26	\$0.00	0.00%
01.302.079.3300.06.41	REGULAR EDUCATION - FUEL ADJUS	\$12,000.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00	100.00%
	Dept: TRANSPORTATION - 079	\$247,000.00	\$100,519.74	\$100,519.74	\$146,480.26	\$134,480.26	\$12,000.00	4.86%
01.302.085.3600.04.35	ATTENDANCE OFFICER	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
	Dept: SCHOOL SECURITY - 085	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
	·							
01.302.088.4110.01.02	DISTRICT FACILITIES MANAGER	\$16,339.00	\$9,421.69	\$9,421.69	\$6,917.31	\$6,019.32	\$897.99	5.50%
01.302.088.4110.03.10	CUSTODIAL SUPERVISOR	\$53,560.00	\$28,523.12	\$28,523.12	\$25,036.88	\$20,916.88	\$4,120.00	7.69%
01.302.088.4110.03.11	CUSTODIAL OVERTIME	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
01.302.088.4110.04.35	CONTRACTED CUSTODIAL	\$132,000.00	\$78,801.12	\$78,801.12	\$53,198.88	\$53,198.88	\$0.00	0.00%
01.302.088.4120.04.18	GAS	\$41,000.00	\$21,585.42	\$21,585.42	\$19,414.58	\$27,414.58	(\$8,000.00)	-19.51%
01.302.088.4130.04.15	TELEPHONE	\$9,200.00	\$3,109.41	\$3,109.41	\$6,090.59	\$3,560.59	\$2,530.00	27.50%
01.302.088.4130.04.16	ELECTRICITY	\$134,000.00	\$68,826.36	\$68,826.36	\$65,173.64	\$44,173.64	\$21,000.00	15.67%
01.302.088.4210.04.32	MAINTENANCE OF GROUNDS	\$2,700.00	\$2,897.60	\$2,897.60	(\$197.60)	\$782.24	(\$979.84)	-36.29%
01.302.088.4220.04.32	MAINTENANCE OF BUILDING	\$45,000.00	\$67,955.87	\$67,955.87	(\$22,955.87)	\$19,942.84	(\$42,898.71)	-95.33%
01.302.088.4220.05.26	CHEMICALS	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$5,500.00	100.00%
01.302.088.4220.05.27	PAPER	\$18,000.00	\$4,676.80	\$4,676.80	\$13,323.20	\$4,323.20	\$9,000.00	50.00%
01.302.088.4220.05.28	CUSTODIAL SUPPLIES	\$19,500.00	\$18,690.19	\$18,690.19	\$809.81	\$5,809.81	(\$5,000.00)	-25.64%
01.302.088.4220.05.29	LIGHTING	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Dept: OPERATION & MAINTENANCE - 088	\$487,299.00	\$304,487.58	\$304,487.58	\$182,811.42	\$186,141.98	(\$3,330.56)	-0.68%
01.302.093.2130.01.04	BUILDING TECH COORDINATOR	\$0.00	\$625.00	\$625.00	(\$625.00)	\$0.00	(\$625.00)	0.00%
01.302.093.2130.03.04	NETWORK TECHNICIAN	\$67,377.00	\$34,373.47	\$34,373.47	\$33,003.53	\$21,398.31	\$11,605.22	17.22%
01.302.093.2130.04.33	IN SERVICE TRAINING	\$500.00	\$1,260.48	\$1,260.48	(\$760.48)	\$0.00	(\$760.48)	-152.10%
01.302.093.2250.05.23	SUPPLIES SOFTWARE	\$20,000.00	\$2,888.00	\$2,888.00	\$17,112.00	\$0.00	\$17,112.00	85.56%
01.302.093.2300.05.23	SUPPLIES SOFTWARE	\$0.00	\$8,480.37	\$8,480.37	(\$8,480.37)	\$0.00	(\$8,480.37)	0.00%
01.302.093.2430.05.23	SOFTWARE	\$0.00	\$11,454.79	\$11,454.79	(\$11,454.79)	\$0.00	(\$11,454.79)	0.00%
01.302.093.2451.05.23	EDUCATIONAL EQUIPT	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
01.302.093.4130.04.15	TELEPHONE	\$12,000.00	\$9,318.93	\$9,318.93	\$2,681.07	\$0.00	\$2,681.07	22.34%
01.302.093.4230.04.28	ACQUISITION OF EQUIPT	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
01.302.093.4230.04.29	MAINTENANCE OF EQUIPMENT	\$2,500.00	\$198.80	\$198.80	\$2,301.20	\$11,489.28	(\$9,188.08)	-367.52%
	Dept: COMPUTER PROGRAM - 093	\$119,877.00	\$68,599.84	\$68,599.84	\$51,277.16	\$32,887.59	\$18,389.57	15.34%

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FY23-24 APPROVED	D BUDGET			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024	Subtotal by Collapse Mask	Include pre enc	umbrance Print	accounts with ze	ero balance 🗹 Fi	ilter Encumbrance	Detail by Date	Range
	Exclude Inactive Accounts with zero	balance						
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balan	ce % Bu
01.302.098.5100.05.03	PROFESSIONAL SALARIES SEPARATI	\$9,387.00	\$0.00	\$0.00	\$9,387.00	\$0.00	\$9,387.00	100.00%
	Dept: EMPLOYEE SEPARATION - 098	\$9,387.00	\$0.00	\$0.00	\$9,387.00	\$0.00	\$9,387.00	100.00%
01.302.100.2110.01.02	DIRECTOR STUDENT SERVICES	\$20,808.00	\$8,025.81	\$8,025.81	\$12,782.19	\$12,121.95	\$660.24	3.17%
01.302.100.2110.02.09	ADMIN ASST STUDENT SVCS	\$10,353.00	\$6,331.78	\$6,331.78	\$4,021.22	\$3,729.72	\$291.50	2.82%
01.302.100.2110.04.36	LEGAL SERVICES	\$10,000.00	\$1,870.20	\$1,870.20	\$8,129.80	\$8,129.80	\$0.00	0.00%
01.302.100.2110.06.37	TRAVEL & CONFERENCES	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
01.302.100.2415.04.33	ASSOCIATION DUES	\$110.00	\$122.84	\$122.84	(\$12.84)	\$0.00	(\$12.84)	-11.67%
01.302.100.4130.04.15	TELEPHONE	\$120.00	\$0.00	\$0.00	\$120.00	\$0.00	\$120.00	100.00%
01.302.100.4230.04.31	SOFTWARE LICENSES	\$2,000.00	\$5,704.70	\$5,704.70	(\$3,704.70)	\$0.00	(\$3,704.70)	-185.24%
	Dept: SPECIAL NEEDS ADMINISTRATION - 100	\$49,391.00	\$22,055.33	\$22,055.33	\$27,335.67	\$23,981.47	\$3,354.20	6.79%
01.302.102.2305.01.03	TEACHERS	\$70,396.00	\$29,110.96	\$29,110.96	\$41,285.04	\$39,677.85	\$1,607.19	2.28%
01.302.102.2330.03.08	PARAPROFESSIONALS	\$47,734.00	\$20,734.92	\$20,734.92	\$26,999.08	\$27,074.56	(\$75.48)	-0.16%
01.302.102.2356.06.37	TRAVEL & CONFERENCES	\$500.00	\$153.41	\$153.41	\$346.59	\$181.59	\$165.00	33.00%
01.302.102.2430.05.24	SUPPLIES/MATERIALS	\$3,500.00	\$1,262.69	\$1,262.69	\$2,237.31	\$127.60	\$2,109.71	60.28%
	Dept: PROJECT GROW - 102	\$122,130.00	\$51,261.98	\$51,261.98	\$70,868.02	\$67,061.60	\$3,806.42	3.12%
01.302.103.2305.01.03	TEACHERS	\$477,740.00	\$202,042.73	\$202,042.73	\$275,697.27	\$327,828.19	(\$52,130.92)	-10.91%
01.302.103.2330.03.08	PARAPROFESSIONALS	\$242,401.00	\$102,076.64	\$102,076.64	\$140,324.36	\$163,869.62	(\$23,545.26)	-9.71%
01.302.103.2356.01.03	PROFESSIONAL DEVELOPMENT	\$660.00	\$0.00	\$0.00	\$660.00	\$0.00	\$660.00	100.00%
01.302.103.2430.05.23	SUPPLIES	\$0.00	\$143.44	\$143.44	(\$143.44)	\$0.00	(\$143.44)	0.00%
01.302.103.3300.02.12	BUS MONITORS	\$25,000.00	\$25,108.10	\$25,108.10	(\$108.10)	\$0.00	(\$108.10)	-0.43%
	Dept: LEARNING SUPPORT CENTER - 103	\$745,801.00	\$329,370.91	\$329,370.91	\$416,430.09	\$491,697.81	(\$75,267.72)	-10.09%
01.302.118.2305.01.03	TEACHERS	\$98,067.00	\$41,287.62	\$41,287.62	\$56,779.38	\$56,501.38	\$278.00	0.28%
01.302.118.2430.05.24	SUPPLIES	\$6,500.00	\$1,669.67	\$1,669.67	\$4,830.33	\$3,451.76	\$1,378.57	21.21%
01.302.118.2440.06.37	TRAVEL & CONFERENCES	\$1,320.00	\$504.00	\$504.00	\$816.00	\$0.00	\$816.00	61.82%
01.302.118.2451.05.24	EDUCATIONAL EQUIPT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.302.118.2800.04.35	THERAPY SPEECH	\$107,000.00	\$14,433.24	\$14,433.24	\$92,566.76	\$70,896.92	\$21,669.84	20.25%
	Dept: SPEECH - 118	\$213,887.00	\$57,894.53	\$57,894.53	\$155,992.47	\$130,850.06	\$25,142.41	11.75%
01.302.121.2210.02.02	SPECIAL NEEDS SECRETARY	\$37,600.00	\$17,572.32	\$17,572.32	\$20,027.68	\$20,501.10	(\$473.42)	-1.26%
01.302.121.2305.01.03	TEACHER VISUALLY IMPAIRED	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
01.302.121.2415.05.24	SUPPLIES	\$3,000.00	\$322.27	\$322.27	\$2,677.73	\$899.84	\$1,777.89	59.26%
01.302.121.2415.06.37	TRAVEL & CONFERENCES	\$660.00	\$0.00	\$0.00	\$660.00	\$0.00	\$660.00	100.00%
01.302.121.2440.04.35	EXTENDED YEAR SERVICES	\$63,000.00	\$14,755.78	\$14,755.78	\$48,244.22	\$16,721.87	\$31,522.35	50.04%
01.302.121.2710.01.03	SPECIALIZED INSTRUCTION	\$25,000.00	\$3,475.00	\$3,475.00	\$21,525.00	\$21,525.00	\$0.00	0.00%
01.302.121.2710.04.35	Clinical consult - case mgmt	\$125,000.00	\$60,437.55	\$60,437.55	\$64,562.45	\$35,352.45	\$29,210.00	23.37%
01.302.121.2800.04.35	THERAPY	\$0.00	\$2,329.71	\$2,329.71	(\$2,329.71)	\$0.00	(\$2,329.71)	0.00%
011002112112000101100	Dept: SUPPORT SERVICES - 121	\$260,260.00	\$98,892.63	\$98,892.63	\$161,367.37	\$95,000.26	\$66,367.11	25.50%
01.302.127.2710.01.03	COUNSELOR	\$74,313.00	\$31,286.53	\$31,286.53	\$43,026.47	\$42,663.47	\$363.00	0.49%
01.302.127.2710.01.03	SUPPLIES	\$3,600.00	\$647.57	\$647.57	\$2,952.43	\$0.00	\$2,952.43	82.01%
01.302.127.2800.01.03	PSYCHOLOGIST	\$60,192.00	\$25,341.47	\$25,341.47	\$34,850.53	\$34,756.53	\$94.00	0.16%
01.302.127.2800.06.13	PSYCHOLOGICAL EVALUATIONS	\$8,300.00	\$5,161.00	\$5,161.00	\$3,139.00	\$3,058.00	\$81.00	0.10%
01.302.127.2800.06.13	TRAVEL & CONFERENCES	\$660.00	\$0.00	\$0.00	\$660.00	\$0.00	\$660.00	100.00%
01.302.127.2810.01.03	SOCIAL WORKER	\$65,122.00	\$27,417.06	\$27,417.06	\$37,704.94	\$37,586.94	\$118.00	0.18%
01.002.127.2010.01.00	Dept: PSYCHOLOGICAL SERVICES - 127	\$212,187.00	\$89,853.63	\$89,853.63	\$122,333.37	\$118,064.94	\$4,268.43	2.01%
01.302.130.3300.06.43	SPED TRANSPORTATION- COLLABOR.	\$102,355.16	\$30,641.43	\$30,641.43	\$71,713.73	\$71,016.12	\$697.61	0.68%
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Marion Public Schools

FY23-24 APPROVED	BUDGET			From Date:	7/1/2023	To Date:	6/30/2024	
Fiscal Year: 2023-2024 Subtotal by Collapse Mask Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date								≀ange
Exclude Inactive Accounts with zero balance								
Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Baland	ce % Bud
01.302.130.3300.06.44	SPED TRANSPORTATION - DAY SCHO	\$61,628.64	\$23,090.00	\$23,090.00	\$38,538.64	\$25,090.00	\$13,448.64	21.82%
01.302.130.3300.06.45	SPED TRANSPORTATION - PRESCHO((\$1.00)	\$0.00	\$0.00	(\$1.00)	\$0.00	(\$1.00)	100.00%
01.302.130.3300.06.46	SPED TRANSPORATION - MCKINNEY	\$17,877.60	\$1,350.00	\$1,350.00	\$16,527.60	\$17,559.82	(\$1,032.22)	-5.77%
01.302.130.3300.06.47	SPED TRANSPORTATION - INTEGRAT	\$84,639.60	\$31,357.30	\$31,357.30	\$53,282.30	\$53,282.30	\$0.00	0.00%
	Dept: SPED TRANSPORTATION - 130	\$266,500.00	\$86,438.73	\$86,438.73	\$180,061.27	\$166,948.24	\$13,113.03	4.92%
01.302.133.9300.06.13	TUITION PRIVATE SCHOOLS	\$239,000.00	\$60,000.00	\$60,000.00	\$179,000.00	\$0.00	\$179,000.00	74.90%
01.302.133.9400.06.13	TUITION COLLABORATIVES	\$93,280.00	\$2,621.25	\$2,621.25	\$90,658.75	\$54,666.99	\$35,991.76	38.58%
	Dept: SPED PROGRAMS W/OTHERS - 133	\$332,280.00	\$62,621.25	\$62,621.25	\$269,658.75	\$54,666.99	\$214,991.76	64.70%
	Grand Total:	\$6,666,193.00	\$2,863,770.23	\$2,863,770.23	\$3,802,422.77	\$3,357,466.04	\$444,956.73	6.67%

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Food Service Director's Report: February 2024

Sippican Elementary

Directors Update:

- Friendly reminder that all students are eligible to receive one (1) Free Breakfast and one (1) Free Lunch per school day; any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Currently preparing to service the February Acceleration Academy during break.
- Additional service and repairs to the dish machine.
- Service and repair on stand-alone reach-in cooler.
- Successfully completed a 2nd Board of Health Inspection.
- Meal participation continues to grow strong.

Students Receiving Free and Reduced Meals:									
Free:			115		29 %				
			Re	duced:	16		4 %		
Student Meal Participation									
SY 23						SY 2	24		
		%	Lunch	%	Breakfast	%	Lunch	%	
			Counts		Counts		Counts		
August	100	13%	288	36%	94	13%	326	46%	
September	1431	19%	4049	54%	1366	18%	4116	55%	
October	1471	20%	4139	56%	1451	19%	4575	59%	
November	1195	19%	3585	57%	1184	18%	4059	62%	
December	1035	17%	3497	58%	1008	17%	3592	62%	
January	1175	17%	4104	59%	1244	17%	4660	62%	
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: February 2024

Sippican Elementary School

- EWF for front playground arrived and spread.
- Bus Loop Foyer, four rooms flooded by rain and December 18th windstorm, SERVPRO completed clean up.
- Received quotes for VCT flooring.
- Building, Fire and Safety inspection completed by Fire Marshall and Building Inspector.
- Started rear playground final phase structure install.
- Completed annual service of Emergency Generator.
- Conducted routine maintenance on all facility equipment and systems.

Sincerely,

Eugene Jones
District Facilities Director
Office: 508-758-2772 x1954

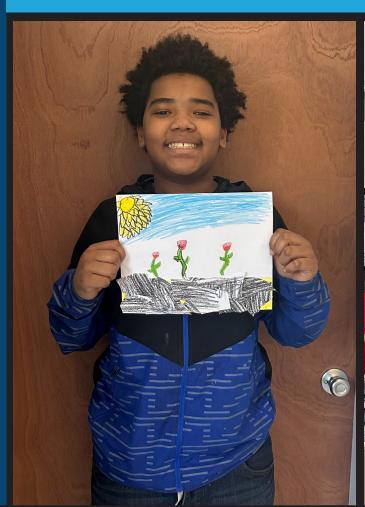
Cell: 508-509-6763

E-Mail: eugenejones@oldrochester.org

LEARNING

FOR

LIFE











Southeastern Massachusetts Learning for Life Educational Collaborative

> FY2023 **ANNUAL REPORT**

To Whom It May Concern:

Attached, you will find the FY23 annual report for the Southeastern Massachusetts Educational Collaborative (SMEC), covering the period of July 1, 2022 to June 30, 2023. This report contains all of the regulatory reporting requirements of MGL Chapter 40, Section 4E, including summarized information about the programs and services offered by the Collaborative during the prior fiscal year, a discussion of the cost effectiveness of each program and service offered by SMEC, information regarding our governance and administration and a discussion of the progress made toward reaching our agency's stated goals and objectives. In addition, our FY23 Independent Audited Financial Statements are attached and the relevant figures are incorporated into this annual report.

During FY23, we continued our efforts to recover from the pandemic by prioritizing the recruitment of new personnel in order to return our level of services to pre-pandemic levels and beyond. We were fortunate to add several new therapists to our team allowing us to expand our district-based staffing services and filled many direct care vacancies to allow our current roster of adult consumers to return to full program schedules. However, despite the support of our Board of Directors to increase our starting salaries and provide recruitment and retention benefits, we continue to see the impacts of the ongoing national workforce crisis which has impacted our ability to further expand our capacity to accept many of our newly referred students and adults.

After many attempts through the public procurement process over several years, toward the end of the reported fiscal year we were finally able to identify a facility to purchase in order to expand our social/emotional programs for elementary and middle school students. The purchase and occupancy of the building is anticipated to be finalized during the first quarter of FY24.

An evolving state, local and federal fiscal climate resulted in rapidly changing revenue projections throughout the year and uncertain fiscal information coming from our state contracting and governing agencies made FY23 a challenging year for budgeting. Balancing the needs of our students, consumers and staff with the realities and ambiguities of the information coming from our contracted revenue streams created a difficult business climate for a self-sustaining organization such as ours. SMEC continues to advocate statewide, along other Educational Collaboratives, for designated funding for Collaborative facilities, workforce stability and program enhancement and we look forward to a return to fiscal clarity in FY24.

We encourage anyone reading this report to use the data contained herein as a brief overview of SMEC and an idea of where our agency may be heading in the future. This report provides a synopsis and fulfills a legislative requirement but much more information can be found by visiting our website or by contacting any of our program locations or our administrative office(s) to request more information or to set up a personal tour or visit. We'd love to show you around and answer any questions you may have. The best way to get to know SMEC is to speak to those who choose to be part of it. We are proud of our agency and look forward to sharing it with you.

Sincerely,
Catherine S. Cooper, M.Ed., JD
Executive Director

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General Information

The Southeastern MA Educational Collaborative (SMEC) is a public Educational Collaborative established in 1975 pursuant to the provisions of MGL Ch. 40, Section 4E. SMEC's administrative offices are located at 25 Russells Mills Road in Dartmouth. The Collaborative provides services to ten member school districts and several non-member districts from throughout Southeastern Massachusetts in addition to providing adult services through state contracts.

SMEC Governance

SMEC membership during FY23 was comprised of the school districts of Acushnet, Dartmouth, Fairhaven, Fall River, Marion, Mattapoisett, New Bedford, Rochester, Old Rochester Regional and Greater New Bedford Regional Vocational Technical High School. Each of these school committees appointed a member to serve on the SMEC Board for the 2022-2023 school year as follows:

BOARD OF DIRECTORS 2022-2023

Jonathan Teves, Acushnet*
Michelle Smith, Vice Chairman, Marion
Tiffini Reedy, Mattapoisett
Anne Fernandes. Rochester

Donna McKenna, Fairhaven

Christopher Oliver, Chairman, Dartmouth

Christopher Cotter, New Bedford

Rosemarie Bowman, Old Rochester Regional

Sara Rodrigues, Fall River

Michael Shea, Greater New Bedford Regional Vocational Technical High School

LEADERSHIP

In addition to the Board of Directors, the 2022-2023 SMEC leadership team also included the following:

ADMINISTRATIVE TEAM

Catherine Cooper, Executive Director
Christopher Haraden, Director of Business Services
Kimberly Wilmot, Director of Student Services
Sean Mitchell, SAIL Program Director
Sherri Tetrault, Director of Communication and PD
Sharon Donovan, ADH Program Director
Audrey Rodrigues, Human Resources Manager
Charles Farrell, Payroll Manager

TREASURER

John Nunes

*Term ended April 2023.

2022-2023 STEERING COMMITTEE MEMBERS

The SMEC steering committee is comprised of the special education administrators from each member district and serves in an advisory capacity to the SMEC Administrative Team:

Kimberli Bettencourt: Acushnet Elizabeth Townson: Dartmouth Tanya Dawson: Fairhaven Lori Obenchain: Fall River

Craig Davidson: Marion, Mattapoisett, Rochester and Old Rochester Regional

Matthew Kravitz: New Bedford

Erin Ptaszenski: Greater New Bedford Regional Vocational Technical HS

SMEC Mission, Guiding Principles and Objectives

MISSION STATEMENT

The Southeastern Massachusetts Educational Collaborative (SMEC) provides high quality programs and services for all children and adults who need specialized instruction or support. SMEC utilizes a team approach to meet the needs of the whole individual in order to achieve greater personal independence and success.

GUIDING PRINCIPLES

SMEC's mission statement, principles and objectives are identified in our Articles of Agreement.

- We believe that all people have strengths, abilities and gifts and must be treated with respect and dignity regardless of their level of need.
- We ensure that support and services are guided by an individual's evolving needs, goals and preferences.
- We assist each individual to participate and contribute meaningfully to their community through school, work, community service and recreation.
- We believe that all individuals have the ability to learn within a safe, nurturing environment and with the appropriate support.

- We will safeguard each individual's right to privacy, dignity and respect.
- We believe that parents/guardians and families are important advocates and teachers.
- We believe that through collaboration and teamwork we strengthen the resources of school districts and adult agencies to provide the very best programs and services for students and adults.
- We have high expectations for the success of our students, staff, consumers, parents and the community.
- We believe that an effective organization is diverse in perspective, culture and experience.

Objectives



As indicated in the Collaborative's Articles of Agreement, the Objectives of the Collaborative shall be:

To develop and administer, as directed by the Collaborative Board of Directors, programs, supports and services which best serve the interests of the Collaborative and its Member Committees.

To provide a vehicle for Member Committees to identify and resolve issues of a common and regional nature.

To provide professional development opportunities for educators, parents and related services personnel.



Progress Toward Meeting Our Mission and Objectives



SMEC provides programs and services for individuals with special needs ages three to adult. Our programs have a strong focus on community integration and independence.

Student services and programs are available at the preschool, elementary and secondary levels. Students who transition into adult services at age twenty-two and who are eligible to receive adult service funding through DDS, MA Health or MCB have the option to choose SMEC as their adult service provider.

Over 90% of our eligible students in this category choose to stay with SMEC when they turn twenty-two.

PROGRESS

We have seen an increased amount of stress and anxiety amongst students, consumers, families and staff following the Covid-19 pandemic. Our FY23 professional development offerings focused on providing everyone with tools to manage stress and anxiety while prioritizing teaching and learning. In addition to providing in-service training for our own staff on managing their own stress and working with students following trauma, as well as CPR/First Aid, Mandated Reporting, Civil Rights, Safety Care non-violent crisis intervention, RBT and Cultural Proficiency, SMEC provided a wide variety of professional development opportunities to 362 faculty and staff from more than 80 school districts, charter schools. private schools and other Collaboratives throughout Massachusetts during the year. In addition, our own training consultants provided onsite staff training and consultation for many additional district educators.

Courses offered for outside educators during FY23 included Sheltered English Immersion (SEI) instruction including SEI endorsement courses for regular and vocational educators and administrators as well as workshops leading to PDPs in SEI as required for DESE relicensure, an Overview of Student Disabilities, Scaffolding Instruction for English Language and All Learners, Reducing Behavior, Anxiety and Stress while Increasing Student Engagement, Instruction to Students with Diverse Learning Styles, IEP Writing Strategies, Parapro Math Preparation, Educator Mentoring, Using Graphic Organizers, Adaptive Approaches and Creative Journaling for Art Instruction, Building Relationships with ELLs, Social Emotional Learning, and Executive Functioning.

In addition to staff training, SMEC also offered virtual sessions for parents and guardians on topics such as Nurturing Resilience in Teens and Strategies to Help Children Develop Executive Functioning Skills. We also held several in-person family engagement events throughout the year in conjunction with our parent's group, the Friends of SMEC, including a wellness walkathon, holiday sing-along, student art show and dance fundraiser auction.



SMEC is a participant in the Southeast Collaborative Regional Organization (SCRO) and collaborated with other SCRO members to provide a spring conference for districts from throughout the southeastern part of the state. The SCRO serves as the MA Organization of Educational Collaborative's (MOEC's) regional group representing the eight Educational Collaboratives in the southeastern part of the state. MOEC represents and advocates for the 24 Educational Collaboratives statewide and SMEC's Executive Director sits on the MOEC Board of Directors and chairs its Legislative Committee.

SMEC is one of only two regional sites in Massachusetts authorized to administer the Parapro examination through the Educational Testing Service. Employment as a paraprofessional in Title One schools and most other public school districts in Massachusetts requires either a minimum of an Associate's Degree/Equivalent or a passing score on the Parapro assessment. SMEC offers both the test administration and an optional Parapro test preparation workshop. 129 individuals representing 15 different districts took the Parapro test in-person at SMEC during FY23.

All SMEC programs continued to operate fully in-person during FY23. We focused on goals addressing personal health and safety as well as the strengthening of our student and adult services, quality staff recruitment and retention, increasing parent engagement and public awareness of SMEC and its services, ensuring that our programs are located in suitable facilities, addressing internal organizational and developmental issues including improving overall communication, increasing our resource development capacity and maintaining strong leadership, governance and financial capacity.

Other infrastructure improvements, such as acquiring and maintaining a safe and reliable van pool, updating our technology infrastructure and attracting and retaining high quality staff, are ongoing priorities and built into the administrative decision making process for all programs. The Collaborative maintains ongoing communication with our districts and local state agencies to ensure that we are targeting our efforts to meet their everchanging needs as well as ensuring compliance and readiness for all DESE and other state agency mandates. The nationwide workforce crisis has made it difficult to expand our services during the past year, however we continue to prioritize the needs of our districts, staff, students and adult consumers.



r 123 delleral Statistics	
Years in Service	

Employees	215 ¹
Member Districts	10
Districts Served in 2022-2023	1072
December Foodback	10

Program Facility Sites

Students Served in SMEC School Programs and District Services in FY23

Adult (Age 22+) Consumers Served FY23

149

FY23 Revenue

EV27 Canaral Statistics

Total FY23 Revenue	\$11,596,0485
Miscellaneous ⁴	\$35,107
Investment Income	\$3,002
Intergovernmental / Intergovernmental on Behalf	\$1,268,542
Professional Development	\$87,175
DESE CACFP	\$104,692
MassHealth/Medicaid	\$1,775,035
MCB Contracts	\$185,350
DDS Contracts	\$2,484,142
Tuition and Services Non-Member	\$749,047
Tuition and Services Member	\$4,669,678

Adult Service Expenditures

FY23 Total Adult Service Expenses	\$3.157.698
ADH Program (Expenses Funded by Medicaid/MA Health and CACFP)	\$1,209,657
SAIL Program (Expenses Funded by DDS/MCB Contracts)	\$1,954,041
FY23 Amount Expended on Services for Students/Consumers Age 22+	

¹ Includes full and part-time employees on payroll during FY23. Does not include 1099/outside contractors.

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² Based on LEA student programmatic responsibility for services as well as professional development provided to district staff.

³ Includes all SMEC program and district based services. Does not include students receiving transportation services only.

⁴ Includes grants, self-pays, donations, insurance claim payments and revenues not otherwise designated.

⁵ Based on FY23 Independently Audited Financial Statements-Governmental Funds Statement of Revenues.



Cost Savings to School Districts

Average FY23 MA Private Ch. 766 Day School Special Education Daily Tuition Rate	\$438.90/Day ⁷
FY23 SMEC Daily Tuition 180 Day Standard School Day Program	\$289/Day
Average Local Private Agency Therapy Fee (SLP, OT, PT, TVI)	\$100-\$165+/hour
FY23 SMEC Therapy Fee (SLP, OT, PT)	\$81/hour ⁸

Cost savings to districts are realized by sharing resources regionally, utilizing district owned facilities to house Collaborative programs when possible, sharing agency administrative and indirect costs between the Collaborative's adult services departments and student services departments and having district representatives guide our program and service development. Exact savings figures are difficult to quantify, however a comparison of the average private day school FY23 tuition of \$438.90 per day versus the standardized FY23 SMEC program tuition of \$289 per day for all of our 180 day/school day programs indicates significant average annual savings of \$26,982 per student as does a comparison of a range of contractual service costs offered by private agencies in the geographic area against the cost to districts to access the same therapeutic services through SMEC. If SMEC programs and services were not available, districts would undoubtedly be forced to utilize these higher cost private programs and services. Our programs serve students with low incidence special needs from multiple districts allowing the districts to share the costs of operating a high quality specialized program for several students instead of each district funding and operating an indistrict program for one or two students. In addition, services provided by the Collaborative have a value added component in that we provide services specifically tailored to the needs and requests of our districts and students thereby reducing costs for certain amenities that may be included in the services offered by private providers but not necessarily required to provide a high quality program or targeted services to address specific district and students' needs.

Further cost savings are realized by operating programs within our local cities and towns thereby significantly reducing special education transportation costs and length of student trips. Cost savings varies based on route and competitive bidding quotes from private vendors. Similarly, utilizing surplus district classroom space to house collaborative programs reduces program overhead, which lowers tuition costs for all districts utilizing the program while providing a modest source of revenue for the host district.

Lastly, offering professional development on a regional basis allows districts to offer high quality professional development to their faculty and staff that might not be possible if each district, particularly the smaller districts, were required to fund and arrange courses or workshops on an individual basis. Particularly at a time when district professional development time has been reduced and is primarily targeted toward meeting new and increased state and federal mandates, targeted professional development for lower incidence or specialty staff would likely not occur if it weren't done on a regional basis through the Collaborative.

⁶ Extracted from FY23 Independently Audited Financial Statements-Governmental Funds Statement of Expenditures.

www.mass.gov/osdFY23; average of private day school FY23 daily tuition rates using day program data only.

⁸ FY23 SMEC member rate for hourly therapy services. Does not include contractual staffing FTEs which are staff specific.

⁹ No direct program comparison is asserted. Cost savings calculated by difference in day program average daily rates x 180 days. Does not account for circuit breaker reimbursement.

FY23 Program Descriptions

SMEC PRIMARY LANGUAGE PROGRAM

The SMEC Primary Language Program, located at the Rochester Memorial School, serves students in grades PK-6 with significant language delays and autism spectrum disorders. Staffed by a special education teacher(s), speech pathologist, occupational therapist, physical therapist, consulting BCBA and paraprofessionals, the program offers intensive, language-based programming with a small staff/student ratio and opportunity for inclusive activities within the host building. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

SMEC INTEGRATED SERVICES PROGRAM I

The SMEC Integrated Services Program I, located at the Elizabeth Hastings Middle School in Fairhaven, serves students in grades 5-8 with significant social and language delays and autism spectrum disorders. It provides a continuum of services for students who have been deemed by their IEP teams to require a substantially separate classroom with a small staff/student ratio at the high school level. Services are provided by a special education teacher, paraprofessionals, an occupational therapist, physical therapist, BCBA consultant, school adjustment counselor and a speech language pathologist. Instruction in art and yoga are provided. School year and part time summer programming options are available.

SMEC INTEGRATED SERVICES PROGRAM II

The SMEC Integrated Services Program II, located at the Old Rochester Regional High School in Mattapoisett, serves students in grades 9-12 with significant social and language delays and autism spectrum disorders. It provides a continuum of

services for students who have been deemed by their IEP teams to require a substantially separate classroom with a small staff/student ratio at the high school level. Services are provided by a special education teacher, paraprofessionals, an occupational therapist, physical therapist, BCBA consultant, school adjustment counselor and a speech language pathologist. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

SMEC ALTERNATIVE LEARNING CLASSROOM I

The SMEC ALC I program, located at the Ford Middle School in Acushnet, serves students in grades 5-8 with social/emotional, behavioral and learning disabilities. Students are served in a substantially separate classroom with a small student/staff ratio and inclusion opportunities. Services are provided by a special education teacher, reading specialist, paraprofessional, speech pathologist, occupational and physical therapists as needed and licensed mental health counselor. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

SMEC ALTERNATIVE LEARNING CLASSROOM II

The SMEC ALC II program is located at Dartmouth High School, serving students in grades 9-12 with social/emotional, behavioral and learning disabilities. Students are served in a substantially separate classroom with a small student/staff ratio and inclusion opportunities. Services are provided by a special education teacher, paraprofessionals, a licensed mental health counselor, speech pathologist, occupational therapist and physical therapists as needed as well as a consulting BCBA and employment development coordinator.

THERAPEUTIC LEARNING CENTER

The Therapeutic Learning Center (TLC) is a DESE licensed public day school program in New Bedford. Serving students in grades K-5 with significant social/emotional disabilities and trauma backgrounds, the TLC offers a therapeutic milieu with a high staff to student ratio and specialized support. Services are provided by licensed special education teachers, paraprofessionals, a licensed school adjustment counselor, a BCBA, school nurse, OT, PT and SLP. Instruction in art and yoga are provided. School year and part-time summer programming options are available. SMEC plans to expand services in early FY24 up through grade 8.

THERAPEUTIC LEARNING PROGRAM

The TLP program, located at the Quinn Elementary School in Dartmouth, serves students in grades K-5 with social/emotional, behavioral and learning disabilities. Students are served in a substantially separate classroom with a small student/staff ratio and inclusion opportunities. Services are provided by a special education teacher, reading specialist, paraprofessional, speech pathologist, occupational and physical therapists as needed and licensed mental health counselor. Instruction in art and yoga are provided. School year and part-time summer programming options are available.

TRANSITIONAL SERVICES

SMEC offers transitional services to students ages 18-21 with developmental disabilities. Student

services include job development, employment skills training and support, life skills/ADL instruction, social/community skills development and case management. Instruction is community based with classroom and kitchen space available at the historic Tripp School building in Fairhaven. Staffing includes special education teachers, paraprofessionals, a speech pathologist, occupational and physical therapists, job developer, job coaches and transitional/vocational specialist. Instruction in art and yoga are provided. Services are available on a full-time, part-time or extended day/extended year basis. Job coaching is available seven days per week, year-round.

THE MULTIDISCIPLINARY LEARNING CENTER

SMEC/s Multidisciplinary Learning Center is an elementary program serving students in grades PK-8 with significant physical or intellectual disabilities and/or medical fragility. An experienced special education teacher, CNA Paraprofessionals and an RN create a safe, supportive learning environment for students with multi-disabilities. Therapeutic services are provided by an OT, PT. TVI and SLP. The MLC program offers a 180 day program with a part-time 5 week summer component. The program is located in a public elementary school building in Mattapoisett and accepts referrals from all school districts.



SUPPORTING ADULTS FOR INCLUSIVE LIVING (SAIL) PROGRAM

SMEC's SAIL program serves individuals over the age of 22 who have been deemed eligible for adult service funding through the Department of Developmental Services (DDS) and the MA Commission for the Blind (MCB). SMEC is a qualified state provider for employment support, residential support, community day support and individual support services. SAIL services operate year-round. Funding for the SAIL program is primarily provided through state contracts with DDS and MCB. Biannual licensure and compliance audits are conducted by DDS.

SMEC ADULT DAY HEALTH (ADH) PROGRAM

SMEC's ADH program provides a continuum of services for individuals over the age of 22 who require daily supervision, activities and case management. The ADH program operates separately from the services provided through SMEC's SAIL program but on the same campus. The ADH program operates year-round and is currently funded through Medicaid/MassHealth and licensed by the Department of Public Health (DPH) with reimbursement for hot lunches provided through the DESE's CACFP program.

ANCILLARY SERVICES

SMEC provides specialized staffing and therapeutic services to school districts throughout our region. SMEC's speech pathologists, occupational therapists, physical therapists, PTAs, COTAs, SLPAs, BCBA and ELL teachers provide therapeutic, evaluation and consultation services to students and staff in member and non member districts, vocational and charter schools throughout the region on a contractual basis.

PROFESSIONAL DEVELOPMENT

SMEC offers a variety of professional development activities for educators from member and non-member districts throughout the year. SMEC is one of the few DESE qualified providers of Sheltered English Immersion endorsement classes for all teachers,



including vocational teachers, and administrators. In FY23, our professional development courses were offered in both virtual and in-person training formats. In FY23, 362 educators from over 80 public school districts, private schools, and Educational Collaboratives took part in SMEC PD activities.

PARAPRO ASSESSMENT

129 paraprofessionals or aspiring paraprofessionals sat for the Parapro examination at SMEC between July 2022 and June 2023. Many also participated in our Parapro prep course focusing on math skills during FY23.

SPECIAL EDUCATION TRANSPORTATION

In 2022-2023, SMEC offered special education transportation services to our member school districts. Cost benefit to district varies based on route and competitive bidding quotes from private vendors. During FY23, due to staffing and vehicle capacity limits, SMEC's transportation services were primarily limited to students attending SMEC programs or SMEC member districts' in-house programs.



Summary

This annual report summarizes the activities of the Southeastern Massachusetts Educational Collaborative during the fiscal year ending June 30, 2023. The Covid-19 pandemic, resulting workforce crisis and other effects on our schools and businesses has brought unprecedented challenges to our students, staff and families. Our team has risen to the challenge and has put forth tremendous effort to ensure that we can safely conduct high quality in-person services, teaching and learning.

We are very proud to serve the communities in the Southeastern corner of the Commonwealth and to be able to partner with a wonderful group of school districts and state agencies to ensure that a wide array of high quality services is available to meet the needs of all individuals and we are looking forward to many changes in FY24 and beyond, including the acquisition of a new facility, that will allow us to strengthen and expand our services and instruction so that we can provide the very best in programs and support. We welcome and encourage the readers of this report to contact us or visit our website or Facebook page in order to truly see and hear about the great work that is done here.





Southeastern Massachusetts **Educational Collaborative**

smecollaborative.org