

MATTAPOISETT SCHOOL COMMITTEE MEETING
Mattapoisett, Massachusetts
BY: HYBRID FORMAT

MEETING MINUTES
January 31, 2024

Regular meeting of the Mattapoisett School Committee was held on Thursday, January 31, 2024, and called to order by Chairperson Carly Lavin at 6:32pm. Chairperson Lavin stated the meeting is being conducted via hybrid format and the public has the ability to participate in-person or remotely through zoom with the link provided.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching and Learning (in-person); Dr. Linda Ashley, Principal – Center School (in-person); and Melissa Wilcox, Recording Secretary (remote).

MEETING TO ORDER:

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

I. Approval of Minutes:

I. A. 1. Approval of Minutes – Regular Session – December 7, 2023

Recommendation:

That the School Committee review and approve the minutes of December 7, 2023.

MOTION: by Cristin Cowles to approve the Regular Meeting minutes of December 7, 2023 as presented

SECONDED: James Muse

OPPOSED: None

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

MOTION PASSED: 4:1

IV. General

A. FY25 Initial Budget Discussion

Recommendation:

That the School Committee review and discuss the FY25 Budget.

Superintendent Nelson reviewed the current status of the FY25 Budget in which the state Governor's budget is expected to be released in the coming days. He explained a major budget driver is the transportation contract that is currently out to bid and that a budget subcommittee meeting will be called together in the near future.

B. Approval of Donation(s)

Recommendation:

That the School Committee review for approval the following donations:

\$5,000 donation from the Theva Giving Fund for Kindergarten supplies at Center School

Superintendent Nelson explained that this a new donation from a new family in our schools.

MOTION: by Cristin Cowles to approve the donation from the Theva Giving Fund as presented

SECONDED: Amanda Hastings

OPPOSED: None

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

MOTION PASSED: 5:0

\$500 donation from the Cape Cod 5 Foundation for Mrs. Carolyn Pawlishen's project Putting Science of Reading into Practice.

MOTION: by James Muse to approve the donation from Cape Cod 5 as presented

SECONDED: Cristin Cowles

OPPOSED: None

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

MOTION PASSED: 5:0

\$854.91 donation from Shutterfly

MOTION: by James Muse to approve the donation from Shutterfly as presented

SECONDED: Carly Lavin

OPPOSED: None

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

MOTION PASSED: 5:0

C. Approval of Grant(s)

Recommendation:

That the School Committee review Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant in the amount of \$8,239.

Superintendent Nelson explained that the Fund Code 274 Individuals with Disabilities Education Act Part B (IDEA) Federal Targeted Special Education Program Improvement Grant is an entitlement grant 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: by Amanda Hastings 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 \$8,239 as presented.

SECONDED: James Muse

OPPOSED: None

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

MOTION PASSED: 5:0

Recommendation:

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

Superintendent Nelson explained that all four districts have received this competitive grant. The purpose of competitive grant Fund Code 125 Math Acceleration Academies is to fund the implementation of a specific strategic initiative, the Acceleration Academies, to help accelerate the learning of students most affected by the COVID-19 pandemic. Staff have already applied for the positions and are willing to work during school vacation. Parents and guardians have been notified and are able to sign-up for the February session.

MOTION: by Amanda Hastings to approve the Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000 as presented.

SECONDED: James Muse

OPPOSED: None

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

MOTION PASSED: 5:0

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 Jaime Balsis, School Nurse for Center School and Amy Ripley, School Nurse for Old Hammondtown 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.

MOTION: by James Muse to approve the Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000 as presented.

SECONDED: Amanda Hastings

OPPOSED: None

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

MOTION PASSED: 5:0

V. New Business

B. Business

1. Financial Report

Recommendation:

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

Mr. Nelson reported that the Mattapoisett School District currently has \$747,911 available of the general funds appropriated in the 2024 Fiscal Year.

\$ 7,743,424 - General Funds Approved

\$ 7,104,401 – Obligations Paid Year to Date

\$ 639,023 - Remaining Available Funds

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

2. Food Services Report

Recommendation:

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

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

Center School

- 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.

Mr. Nelson added that numbers are down slightly in December due to absences of sick children.

Old Hammondtown School

- Friendly reminder any extra items are available for purchase this year; limited snacks, beverages and second entrees at an extra cost.
- Congratulate Ms. Tina Tetreault on her retirement and best wishers on her next chapter.
- Welcome Mr. Luis Rivera to the OHS team. Mr. Rivera has been a substitute for us for a few years and is a great addition to our team.
- Meal participation continues to grow strong.

3. Facilities Report

Recommendation:

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

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

Center Elementary School

- Completed snow/ice removal operations.
- Repair of Office Suite Roof Top Unit (RTU) completed.
- Completed routine repair/maintenance on all facility equipment and systems.

Old Hammondtown Elementary School

- Completed snow/ice removal operations.
- Replaced gas regulator on emergency generator.
- Completed routine repair/maintenance on all facility equipment and systems.

Mr. Nelson added that the administration is meeting with the town regarding capital on February 5th.

E. Personnel

Erin Monteforte was hired as the Principal's Secretary at Center School, Steven Medeiros as the Building Supervisor at Center School and Ashleigh Wilson was hired as an Instructional Assistant at OHS.

VI. CHAIRPERSON'S REPORT:

Chairperson Lavin stated the following:

I would like to reflect on the journey that we have embarked on this school year, recognizing that we now find ourselves at an important milestone, one that is enthusiastically celebrated by my kindergartener, that we are at the mid-way point, somewhere between 90-100 days of school. This juncture offers a unique vantage point. One that allows us to look back on our achievements, challenges and growth, while simultaneously setting our sights on what lies ahead. The first half of the year has really been a testament to the resilience, commitment and innovation by our educational community. Our students have not only advanced academically, but also learning as individuals valuable lessons in perseverance, empathy and responsibility. They've explored ideas, engaged in meaningful projects and fostered friendships, all of which has contributed to their journey to become well-rounded members of society. Our teachers and staff deserve immense praise for their unwavering dedication to fostering and nurturing a stimulating learning environment. Their adaptability and passion have ensured that despite any obstacles, education remains a beacon of hope and progress. The creativity and resourcefulness that they have demonstrated and given our students is nothing short of inspiring. To our parents and families, your support has been a cornerstone of our schools' success. The collaboration between home and school and your involvement in your child's education has made a significant impact. Your encouragement, partnership and help has created a supported and connected community, which is crucial for the education and emotional well-being of our students. It is important to celebrate our successes and learn from our challenges. We have seen remarkable achievements and moments of joy and we have advocated through challenges together. This balance of experience is what shapes us and is a reminder of our capacity to grow. As we look forward, the second half of the year holds so much promise. It is time to solidify the foundations made and strive forward on our goals with renewed vigor and to continue supporting one another on our shared vision of education. Let us take the lessons learned into the coming months to ensure that we end the year with triumphs and celebration. In closing, I would like to extend my deepest gratitude to each and every one of you, our students, teachers, staff and families. All of your hard work is the lifeblood of our school system. We went from recognizing Ms. Sevigny who embodies all of these qualities to welcoming Ms. Monteforte and taking the cornerstones and bringing them forward. We have built a vibrant school community and I am really excited to see our continued growth.

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Superintendent Nelson shared that the first issue of the Superintendent's newsletter for 2024 was sent out to families today. He recently spent time at Center and OHS this week and included photos in his newsletter. The culture in the building shows how safe kids feel to explore and grow which is due to dedicated staff working with the children while embracing the literacy initiative. Also in the newsletter, ORRconnect mobile app officially launched. This aligns with the new strategic plan and the Superintendent's current goals, along with weekly newsletters from building principals for streamlined communication to families. Follow ORRconnect on Facebook as well.

Dr. Fedorowicz discussed the following:

Math Acceleration Academy: Grant from the state designed to accelerate student learning through engaging, standards-aligned lessons that meet the specific academic needs of students participating in the program. Each Acceleration Academy focuses on a specific content area and students who attend an Academy receive the equivalent of approximately one extra month of learning in one week. Acceleration Academy classes can either provide students with targeted supports to master grade-level standards or provide accelerated learning opportunities for advanced learners.

February Break: (and April Break)

Dates: Tuesday, February 20 - Friday, February 23

Student Times: 8:00am - 2:00pm

Student Schedule:

- 4 hrs: math
- 1 hr: special (teacher prep)
- 30 min: lunch
- (2) 15 min: breaks

We are continuing with our monthly implementation meetings and data meetings to best support teachers in the rollout of IntoReading which incorporates the Science of Reading. In visiting the meetings, the HILL training does a thorough job of answering questions and providing supports for teachers.

I am excited to announce we are having a Literacy Night on Wednesday, February 7th at 6pm. The snow date is Monday, February 12th. It will be located in the ORR Cafeteria and we will start with an overview presentation before visiting grade level tables with IntoReading resources and activities. You can read more about it in the Sunday SMORES. We are looking forward to sharing our new curriculum with you.

PD took place today on Wednesday, January 31. The teachers continued to focus on Science of Reading training. Our monthly Implementation PD with the HILL incorporates the Science of Reading into the new literacy curriculum implementation.

Our new teachers had a second training session with our returning trainer and author from last year, Dr. Robin Gilpatrick, on Classroom management. She was a grade 6 teacher and based on feedback from last year and this year, has effective management ideas for teachers.

Our next learning Walk is at the HS next week, which is the second LW for the HS.

On January 13th, some of our secondary students accompanied by Ms. Lauren Millette attended training again in Boston. We are continuing our work with Project 351 and are looking forward to expanding student leadership at the elementary levels.

Superintendent Nelson added that during the PD today, new IEP training with staff continued and Ms. Lincoln plans to share more with school committee in the spring. He continued that part of the current strategic plan and the school improvement plans for the 2023-2024 school year is supporting the whole child. The administration has been working with the clinical team system-wide discussing a piloting plan for Fly Five but literacy remains the current focus right now, as the administration does not want to cause initiative fatigue.

PRINCIPAL'S REPORTS

Mr. Tavares submitted the following report (but was absent from this meeting):

The Mattapoisett PTA held their Family Bingo night on December 5th in the OHS cafeteria. It was great to bring this annual event back in person after a few years of remote. The cafeteria was standing room only and it was a night filled with fun and excitement. A big shout out of thanks goes out the Mattapoisett PTA.

Mr. C. brought TopGolf to OHS on December 11th. Students worked on their golf skills by fine tuning their swings and shooting at targets. PGA and LPGA here we come.

OHS held its annual Holiday Concert on December 13th. A daytime show for students and staff took place at 1:30 and families were treated to a special show that evening at 6:30pm. This year's show was one of the best with both traditional and seasonal songs. The chorus, under the direction of Mrs. Willow Dowling sounded amazing. The Jazz band and concert band, under the direction of Mr. Brent Alger, wowed the crowd with their renditions of some familiar holiday favorites. The students showed off all of their hard work and practice and it was quite a treat.

OHS students were treated with a very special encore performance of the Center School Holiday Show. Buses shuttled students over to Center School for a morning performance. This was an annual event prior to the COVID break and so it was nice to be able to make the trek over to see the students perform.

And finally, I am happy to report that students got to play in the snow at recess. The tradition is back and from the looks on the students faces they were happy that it was. The pictures say it all.

FUTURE DATES:

2/13 NO JAZZ BAND

2/17-2/25 Winter Break

3/15 6th Grade Student/ Staff Basketball Game

3/19 OHS Art Show

4/13-4/21 April Vacation

5/29 Spring Concert

5/30 6th Grade trip to Cuttyhunk

5/31 OHS Field Day

Dr. Ashley reported the following:

Congratulations to Mrs. Willow Dowling on her retirement at the end of December. Mrs. Dowling looks forward to taking art, photography, and Italian classes and trips to Hawaii and Italy. Mrs. Dowling told us that she will miss the Mattapoissett community and will think fondly of all the children she had taught over the years. On behalf of the Mattapoissett Community, we thank Mrs. Dowling for her years of service and for bringing the joy of music to Mattapoissett students. We wish Mrs. Dowling all the best in her retirement!

We thank Mrs. Lori Sevigny for her 30.5 years of dedicated service to the students, families, and staff at Center School. We wish Mrs. Sevigny the best in her retirement! Mrs. Sevigny looks forward to relaxing and not driving to school in the winter weather! She will greatly miss the students and families she has worked with for many years.

We welcome Mrs. Erin Monteforte to our Center School team as our new administrative assistant.

We welcome Mr. Steve Medeiros to our Center School team as our new facility and grounds supervisor.

Center School Events:

Incoming K parents and guardians attended Kindergarten Information Night on Tuesday, January 30, from 6:00 to 7:00 pm at Center School. Kindergarten teachers, Mrs. Balsis, our school nurse, and Dr. Ashley presented information about kindergarten registration and our kindergarten program. Mrs. Monteforte was on hand to collect required paperwork.

The New Bedford Symphony Orchestra visited Center School. Grades 2 and 3 at Center School participated in an assembly with the NBSO musicians on Wednesday, January 10th. The NBSO educational program theme this year is Adaptations in Motion. Students learned about how various organisms move, swim, crawl, jump, and walk. Musicians performed vivid examples of classical music changing the motion of a melody from steps to skips to leaps, from low to high, and accelerating and slowing rhythmic motion.

The Math Acceleration Academy (MAA) will provide identified and eligible students enrolled in grades 3 through 10 with an opportunity to engage in a four-day (Tuesday - Friday) academic program designed to accelerate student learning in mathematics through engaging, standards-aligned lessons that meet the specific academic needs of identified students. The MAA will run February 20 – 23, 2024, from 7:45 am to 3:00pm.

K - 6 Family Literacy Night will be held on Wednesday, February 7, 2024, from 6:00 - 7:15 PM in the ORR High School Cafeteria.

Important Dates:

February 1 - PTA meeting via Zoom @ 7:00 pm

February 7 - Family Literacy Night, 6:00 - 7:30 pm - ORR HS Cafeteria

February 19 - Presidents' Day - No School

February 19 - 23 - February Vacation Week

March 6 - Project Grow Early Release 11:30 am, No lunches served

March 6 - K- 3 Early Release 12:20 pm, lunches served

March 19 - Center/OHS Art Show 4:00 - 6:00 pm @ Center School

April 9 and 10 - Grade 3 ELA MCAS

April 15 - Patriots' Day - No School

April 15 - 19 - April Vacation Week

May 14 and 15 - Grade 3 Math MCAS

VIII. School Committee**A. Committee Reports**

1. ORR District School Committee - James Muse shared that the Harvard Krokodiloes with alum Eddie Gonet are returning to perform on February 3rd.

2. SMEC – Tiffini Reedy reported they yesterday and approved staff appointments and resignations, revised policies and discussed the development and licensing of a new early childhood program.

3. READS – Superintendent Nelson reported they last met earlier this month and reviewed minutes, reports and the initial FY25 budget presentation.

4. Early Childhood Council – Cristin Cowles reported they were meeting tonight and the save-the-date for the community fair on march 9th.

5. MASC – James Muse reported MASC is always busy advocating for funding and this year pushing to support the Governor's proposal for early childhood.

6. Mattapoisett Capital Planning – Chairperson Lavin reported it is busy season for this group and the schools are sharing their information on February 5th. She stated it is important for residents to be aware of the Town’s infrastructure and needs.
7. Tri-Town Education Foundation Fund– Amanda Hastings reported they last met in November and are looking for community representatives for the group.
8. Policy Subcommittee – Cristin Cowles reported there were a number of policies recently approved at the Joint School Committee meeting. There was also a citizen’s request at their last meeting proposing a new book selection policy, which had been reviewed during last school year as well. The subcommittee took a second look at it and unanimously voted no recommendations on changing our existing policy again. Carly Lavin added that at the Joint School Committee meeting policy JJE regarding fundraising was sent back to the policy subcommittee for further clarification.
9. Budget Subcommittee – no report.
10. Equity Subcommittee – Amanda Hastings reported they met on January 18th and reviewed the current progress on the Equity Action Plan.

IX. Future Business

A. Timeline

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

Mattapoisett School Committee

March 21, 2024 at 6:30pm

Hybrid Format

Joint School Committee

March 28, 2024 at 6:30pm

Hybrid Format

B. FUTURE AGENDA ITEMS

- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

X. Open Comments

Chairperson, Carly Lavin stated the following:

Public Comment is governed by approved school committee policy.

Per the committee’s policy we will offer up to 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 the side wall and those on zoom, if you are attending this meeting by zoom, you can send a message in the chat with your name and the town you reside in. The chairperson will alternate between in-person and zoom participants.

There were no public comments.

XI. Information Items

Recommendation:

That the School Committee review the SMEC Annual Report for FY23.

Superintendent Nelson also informed the school committee that the principal position at OHS has been posted, as Mr. Tavares will be retiring at the end of this year.

ADJOURNMENT:

That the School Committee adjourn the Regular Session of the Mattapoisett School Committee at 7:39pm.

MOTION: by Cristin Cowles to adjourn at 7:39pm

SECONDED: Amanda Hastings

OPPOSED: None

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

MOTION PASSED: 5:0

Respectfully Submitted,

Melissa Wilcox, Recording Secretary

MATTAPOISETT SCHOOL COMMITTEE MEETING

Mattapoisett, Massachusetts

REGULAR MEETING

Wednesday, January 31, 2024

ZOOM LINK:

Join Zoom Meeting

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

Meeting ID: 968 1584 5547

Passcode: 146869

This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in the Cafeteria at Center School located at, 17 Barstow Street, Mattapoisett, MA 02739 or via zoom. Public is able to attend in person or via zoom.

6:30 P.M.

MEETING TO ORDER

RECOGNITION PRESENTATION

- I. Approval of Minutes**
 - A. Minutes**
 - 1. Regular Meeting Minutes – December 7, 2023**
 - 2. Executive Session Minutes
 - 3. Budget Subcommittee Minutes
- 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**
- V. New Business**
 - A. Curriculum**
 - B. Business/Finance & Operations**
 - 1. Financial Report**
 - 2. Food Services Report**
 - 3. Facilities Report**
 - 4. Budget Transfers
 - C. Personnel**
- VI. Special Topic Report**
- CHAIRPERSON'S REPORT**
- CENTRAL OFFICE ADMINISTRATORS REPORT**
- PRINCIPAL'S REPORT**
- VII. Unfinished Business**
- VIII. School Committee**
 - A. Committee Reports**
 - 1. ORR District School Committee**
 - 2. SMEC**
 - 3. READS**
 - 4. Early Childhood Council**
 - 5. MASC**
 - 6. Mattapoisett Capital Planning**
 - 7. Tri-Town Education Foundation Fund**
 - 8. Policy Subcommittee**
 - 9. Budget Subcommittee**
 - 10. Equity Subcommittee**
 - B. School Committee Reorganization**
 - C. School Committee Goals**
- IX. Future Business**
 - A. Timeline**
 - B. Future Agenda Items**
- X. Open Comments**
- XI. Information Items**
- XII. Executive Session**

ADJOURNMENT

**MATTAPOISETT PUBLIC SCHOOLS
MATTAPOISETT, MA**

TO: Mattapoisett School Committee
FROM: Michael S. Nelson, Superintendent of Schools
DATE: January 29, 2024
RE: Agenda Items

The following items are on the agenda for January 31, 2024:

RECOGNITION PRESENTATION

I. Approval of Minutes (VOTE NEEDED)

1. Approval of Minutes – Regular Session

Recommendation:

That the School Committee review and approve the minutes of December 7, 2023. Please refer to “MTSC 01312024 December Minutes”.

IV. General

A. FY25 Initial Budget Discussion

Recommendation:

That the School Committee review and discuss the FY25 Budget.

B. Approval of Donations (VOTE NEEDED)

Recommendation:

That the School Committee review for approval the following donations:

- \$5,000 donation from the Theva Giving Fund for Kindergarten supplies at Center School. Please refer to “MTSC 01312024 Theva Giving Fund Donation”.
- \$500 donation from the Cape Cod 5 Foundation for Mrs. Carolyn Pawlishen’s project Putting Science of Reading into Practice. Please refer to “MTSC 01312024 Cape Cod 5 Mini-Grant”.
- \$854.91 donation from Shutterfly. Please refer to “MTSC 01312024 Shutterfly”.

C. Approval of Grant(s) (VOTE NEEDED)

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 \$8,239. Please refer to “MTSC 01312024 Fund Code 274 IDEA Grant”.
- Fund Code 125 Math Acceleration Academies Grant in the amount of \$50,000. Please refer to “MTSC 01312024 Fund Code 125 Math Acceleration Academies Grant”.

D. Approval of School Health Unit Application (VOTE NEEDED)

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 Jaime Balsis, School Nurse for Center School and Amy Ripley, School Nurse for Old Hammondtown 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 “MTSC 01312024 School Health Unit Application Guidance” and “MTSC 01312024 School Health Unit Application Signature Page – Copy”.

V. New Business

B. Business

1. Financial Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “MTSC 01312024 FY24 Financial Memo”, “MTSC 01312024 FY24 BCAHS Financial Report”, “MTSC 01312024 FY24 GF Financial Report” and “MTSC 01312024 FY24 GF Financial Report – Department Based”.

2. Food Services Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “MTSC 01312024 Food Service Report”.

3. Facilities Report

Recommendation:

That the School Committee hear a report from Mr. Barber. Please refer to “MTSC 01312024 Facilities Report”.

D. Personnel

Erin Monteforte was hired as the Principal’s Secretary at Center School, Steven Medeiros as the Building Supervisor and Ashleigh Wilson was hired as an Instructional Assistant for the 23-24 school year.

IX. Future Business

A. Timeline

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

Mattapoissett School Committee

March 21, 2024 at 6:30pm

Hybrid Format

Joint School Committee

March 28, 2024 at 6:30pm

Hybrid Format

B. FUTURE AGENDA ITEMS

- Budget Approval (public hearings) (March)
- School Choice Public Hearing (April)
- Administrator Contracts (May)
- School Committee Reorganization (June)
- Approval of Leases (June)

XI. Information Items

Recommendation:

That the School Committee review the SMEC Annual Report for FY23. Please refer to “MTSC 01312024 SMEC Annual Report FY23”.

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

MATTAPOISETT SCHOOL COMMITTEE MEETING
Mattapoisett, Massachusetts
BY: HYBRID FORMAT

MEETING MINUTES
December 7, 2023

Regular meeting of the Mattapoisett School Committee was held on Thursday, December 7, 2023, and called to order by Chairperson Carly Lavin at 6:32pm. Chairperson Lavin stated the meeting is being conducted via hybrid format and the public has the ability to participate in-person or remotely through zoom with the link provided.

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

MEMBERS ABSENT: Amanda Hastings

OTHERS PRESENT: Michael S. Nelson, Superintendent of Schools (in-person); Sharlene Fedorowicz, Assistant Superintendent of Teaching and Learning (in-person); Dr. Linda Ashley, Principal – Center School (in-person); Kevin Tavares, Principal – Old Hammondtown School (in-person); and Melissa Wilcox, Recording Secretary (remote).

MEETING TO ORDER:

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

I. Approval of Minutes:

1. A. 1. Approval of Minutes – Regular Session – October 26, 2023

Recommendation:

That the School Committee review and approve the minutes of October 26, 2023.

MOTION: by James Muse to approve the Regular Meeting minutes of October 26, 2023 as presented

SECONDED: Tiffini Reedy

OPPOSED: None

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

MOTION PASSED: 3:0

1. A. 3. Approval of Minutes – Budget Subcommittee – October 26, 2023

Recommendation:

That the School Committee review and approve the minutes of October 26, 2023.

MOTION: by Carly Lavin to approve the Budget Subcommittee minutes of October 26, 2023 as presented

SECONDED: James Muse

OPPOSED: None

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

MOTION PASSED: 2:0

IV. General

A. Approval of School Improvement Plan

Recommendation:

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

Superintendent Nelson introduced Dr. Fedorowicz, Dr. Ashley and Mr. Tavares to share a presentation of the 2023-2024 School Improvement Plan for Center and Old Hammondtown Schools together. He explained that each district is tying all work to the new strategic plan and the initiatives listed are the first year initiatives in Vision 2028. Dr. Ashley and Mr. Tavares reviewed the plan explaining that the plan was developed in collaboration with the school council and the principals in Rochester and Marion to ensure the work at each elementary school was aligned with each other. Please see appendix A.

School Committee Feedback:

The school committee members thanked the administration for their presentation and explanation of the School Improvement Plan. Ms. Cowles asked if math was incorporated into Objective One. Dr. Ashley confirmed it is incorporated into 1.4. Dr. Fedorowicz explained that this is a one year plan and literacy is such a big initiative. Math is certainly on the radar and the plans for the next few years will include math, incorporating OpenSciEd and Investigating Histories as these are upcoming focuses for the state. Superintendent Nelson elaborated that the administration is being strategic as to not overwhelm the staff, students and families with multiple initiatives at the same time. Once the administration reviews literacy progress at the conclusion of this school year, next steps in each subject will be addressed.

Ms. Lavin asked where Cyber Security in Objective Five comes in for students as this objective is geared towards the staff. Superintendent Nelson shared in the first year the focus is to determine what is best practice, are we adhering to it and how can we pass on digital citizenship. Mr. Tavares added that digital citizenship and cyber security are incorporated into the current curriculum by the computer instructor.

Ms. Lavin concluded that this is a very good plan and reminded the school committee that this is not all that is being done within the schools; it's just the initiatives being measured this year.

MOTION: by Tiffini Reedy to approve the 2023-2024 School Improvement Plan as presented
SECONDED: James Muse
OPPOSED: None
ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)
MOTION PASSED: 4:0

B. 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.

Superintendent Nelson informed the school committee that over many months there has been many conversations among the READS Board of Directors (which includes him) regarding two new school districts to READS Collaborative. Most recently, the Board voted to allow admittance of Brockton Public Schools and Whitman-Hanson Regional Public Schools after meeting with the Superintendent and other administration from each district. Mattapoisett Public Schools is a READS member, so the school committee needs to vote on the matter as well as all other member districts.

School Committee Feedback:

Ms. Lavin asked if adding these two districts would change anything for our students. Superintendent Nelson explained that there is no direct impact on our schools. It does allow for more member benefits for the new districts if approved and adds their Superintendent to the Board of Directors.

MOTION: by James Muse: 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: Mattapoisett Public Schools, 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.

SECONDED: Tiffini Reedy
OPPOSED: None
ROLL CALL: Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)
MOTION PASSED: 4:0

V. New Business

B. Business

1. Financial Report

Recommendation:

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

Mr. Barber reported that the Mattapoisett School District currently has \$747,911 available of the general funds appropriated in the 2024 Fiscal Year.

\$ 7,743,424 - General Funds Approved

\$ 6,995,513 – Obligations Paid Year to Date

\$ 747,911 - Remaining Available Funds

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

2. Food Services Report

Recommendation:

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

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

Center School

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

Old Hammondtown School

- 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.
- Replaced washer and dryer.
- The Food Service Department volunteered their time to prepare the meal for the Tri-Town Senior Citizen Thanksgiving Dinner Event.

3. Facilities Report

Recommendation:

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

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

Center Elementary School

- Solicited quotes for clock tower painting for Town.
- Completed striping of Basketball courts.
- Submitted Capital Improvements to Town.
- Completed routine maintenance on all facility systems.

Old Hammondtown Elementary School

- Installed new spreader on tractor.
- Submitted Capital Improvements to Town.
- Replaced sewer pump and float.
- Installed new clothes washer for kitchen support.
- Hosted Veteran's Day Ceremony
- Completed routine maintenance on all facility systems.

C. Personnel

Sarah Leahy was hired as the music/chorus teacher and Luis Rivera was hired as a cook.

VI. CHAIRPERSON'S REPORT:

Chairperson Lavin stated the following:

Before I get into my prepared remarks, I do want to acknowledge that a community member shared a policy via email. I have referred this policy through our standard district review process and trust that Ms. Cowles will keep this committee updated as appropriate. While preparing for tonight's meeting, I found myself torn between what to say. Given where we are in the calendar

year with Thanksgiving just passed and a new calendar year ahead, it's hard not to feel reflective; however, from a school calendar perspective we are still approaching the mid-point of the year. So, I have made an attempt to blend the two:

There is no doubt that the focus undeniably at every grade level has been the implementation of our new Literacy curriculum. This change has reverberated throughout these classroom walls and homes throughout town. And change, while it can be challenging, is the catalyst that propels us toward heights we've only imagined. As we navigate the path to our ambitious Literacy goals, I want to acknowledge the incredible effort and resilience each member of our school community has shown. Embracing new behaviors is no small feat, yet it is essential for the growth and success we are working so vigorously to achieve. I am grateful for your hard work, your openness to change, and your commitment to this venture. The rewards for embracing change transcend the initial hurdles, as they promise progress, revitalization, and the exhilarating chance to shape our future.

CENTRAL OFFICE ADMINSTRATOR'S REPORT:

Superintendent Nelson discussed all of the schools being consistent with weekly principal newsletters and a monthly superintendent newsletter. He highlighted seeing a recent performance at the high school of Romeo and Juliet, attending the Tri-Town Thanksgiving banquet for seniors at the junior high school and thanked the Mattapoissett, Marion and Rochester Police Departments for participating in the second annual Unified Basketball game, which raised over \$3,000 for Unified Sports. He informed the school committee that the principal position at Old Hammondtown School would be posted on School Spring by the next meeting. He acknowledged great interactions with students by the staff at both schools witnessed during recent visits. He was impressed by the use of flextime and individualizing to students. Superintendent Nelson also highlighted Ms. Jacobsen's OpenSciEd lesson and Ms. Anderson's sewing project.

Dr. Fedorowicz discussed that Learning Walks are next Friday at Center School and Old Hammondtown School. There was a second full professional development day on November 7th with a focus on OpenSciEd and Literacy. She announced that the districts were awarded again to be a part of Project 351 and they have become a model district in the program. Literacy roll out is continuing with support from The Hill and district administration. She agreed with Ms. Lavin's earlier comments that it is a lot of work and the faculty and staff have been onboard and participating in training and data meetings. Our new teachers recently had training with author and former teacher Dr. Robin Gilpatrick that was well-received.

PRINCIPAL'S REPORTS

Mr. Tavares reported the following:

It's been a busy few weeks at OHS and I am happy to share some of the highlights with you. Exciting news! US News & World Report Ranks OHS #72 in the State. There are 1,563 elementary Massachusetts schools in the report and OHS ranks in the top 5%. Something to be very proud of and a well-deserved recognition for all of the hard work, preparation, and teaching that takes place every single day at OHS. Something to celebrate! [Best Elementary Schools in Massachusetts - U.S. News Education](https://www.usnews.com/education/k12/elementary-schools/massachusetts)
<https://www.usnews.com/education/k12/elementary-schools/massachusetts>

Welcome Jack Conrad Letendre: I am happy to share the news that Kyle and Katie welcomed baby Jack Conrad into the world this past weekend. I know that we all wish Kyle and Katie the best. 6 lbs. 10.8 oz. and 19 3/4 inches long.

OHS Math Olympians Ready for Action: Twenty 5th and 6th grade students competed in their 1st Competition of the year on November 15th. OHS Math Interventionist and Team Coach Linda Aruri reports that the students have been working hard to prepare and are excited to compete. Created by Dr. George Lenchner, an internationally known math educator, the Math Olympiads went public in 1979 and is one of the most influential and fun-filled math competition programs in the United States and throughout the world, with over 120,000 students from every state and 39 participating countries. Learning to solve problems is the underlying reason for studying mathematics. It is the principal mathematical skill that needs to be developed in children. Exposure to challenging problems, interesting puzzles, and the associated rich mathematical topics are essential for the development of problem-solving skills. The objectives of MOEMS® are to teach multiple strategies for out-of-the-box problem solving, develop mathematical flexibility in solving those problems, and foster mathematical creativity and ingenuity. A big thanks goes out to Mrs. Aruri for giving her time and commitment to this wonderful program.

Roger Williams Zoo Comes to OHS: Thanks to the continued support of the Mattapoissett PTA OHS 4th graders participated in a special program entitled Wild Adaptations. Members of the Roger Williams Zoo team visited OHS and shared information about freezing tundras and arid deserts, facts about animals and how they have managed to make their homes everywhere.

Students explored the structural and behavioral adaptations that help animals survive. The students also got to see and touch a wide range of animals.

6th Grade Student Makes the Impossible Shot: Grade 6 student Luke Cameron achieved something only 3 other OHS students could do. Luke successfully tossed a tennis ball into a standing pvc pipe. Luke not only made the impossible shot but he also made it on his first attempt. The Impossible Shot is the brainchild of Physical Education teacher Chad Cabeceiras. Classes are rewarded at the end of PE class if they meet a set of expectations during the class. Sportsmanship, following directions, kindness, and safety are the key components of the challenge.

Grade 5 Students looks towards a beautiful spring: Science Interventionist Ben Squire put grade 5 students to work planting over 200 tulip bulbs around the OHS property. This is the second year in a row that the students have spread spring joy around the school. This project is due to the generous support of the Mattapoissett Land Trust and we hope that this will become an OHS annual tradition.

OHS Grade 6 Students Compete in the Lion's Club Annual Peace Poster Contest: Grade 6 students channeled their inner artist and competed in the annual Lion's Club Annual Peace Poster Contest. This is the 20th year that OHS has collaborated up with the Mattapoissett Lion's Club to promote a positive message of what Peace around the world should be. For over three decades, Lions clubs around the globe have been sponsoring this very special art contest in schools and youth groups. Creating peace posters gives children everywhere the chance to express their visions of peace and inspire the world through art and creativity. Congratulations to this year's winners. Kai's poster will move on to the Regional Contest and hopefully, State, National, and International stages of the contest.

Old Colony Vocational Technical High School visited OHS on Tuesday, December 5th and wowed the students in 5th grade with their robots and 3-D printed designs. The demonstration lasted 45 minutes and it was a special treat. OHS alumnus Douglas Barrows, a member of the OC team shared his robot with the students. He demonstrated how to control the robot and gave several students a chance to try it out. Center/OHS Technology Specialist Lisa Lourenco organized the event. This is the fifth year the OC Robotic Team has visited OHS.

Upcoming OHS Events

Tuesday, December 5th: Old Colony Robotic Club Demonstration - Grade 6

Tuesday, December 5th: Mattapoissett PTA Free Family Bingo Night - 6-6:45 p.m. OHS Cafeteria

Wednesday, December 13th: OHS Holiday Concert - Afternoon performance and 6:30 p.m.

Dr. Ashley reported the following:

November 7th Professional Development Day - Classroom teachers, special educators, and specialists had the opportunity to collaborate and plan upcoming units with their colleagues from Sippican and Rochester Memorial Schools. Teachers also participated in literacy professional development. Training modules focused on The Brain: What happens in the brain when we read, and how can this understanding inform our instruction? Reading and Oral Language and Literacy: How is reading related to oral language?

First, second, and third-grade students have been enjoying practicing music and songs in preparation for our winter concert, On with the Snow!, on December 20th at 9:00 am. This musical celebrates our relationship with snow. It is a revue of cold and snow that will warm your heart! Grade 3 students will also have speaking parts and dancing this year! Sasquatch, Big Foot, and the Abominable Snowman will also appear! There will also be a candle-lighting song at the end of the program. Families and relatives are welcome to attend!

Congratulations to Mrs. Willow Dowling on her upcoming retirement at the end of December. Mrs. Dowling started teaching in Connecticut in 1983. She moved to Washington, D.C., and taught there and in Arlington, VA. She then ran her own herb farm in Tiverton, RI, for ten years. Mrs. Dowling went back to teaching in 2004 in Fall River, MA, and started teaching in Mattapoissett in 2006.

One of my favorite memories is bringing the chorus to sing the national anthem on the ice at the Providence Bruins game. They were so excited and proud to be there! She looks forward to taking art, photography, and Italian classes starting in January. She

and her husband are planning some wonderful trips to Hawaii and Italy. Mrs. Dowling told us that she will miss the Mattapoisett community and will think fondly of all the children she has taught over the years. On behalf of the Mattapoisett Community, we thank Mrs. Dowling for her years of service and for bringing the joy of music to Mattapoisett students. We wish Mrs. Dowling all the best in her retirement!

Upcoming events:

December 14 - PTA Zoom Meeting 7-8 pm
December 20 - Winter Concert 9:00 am - Families Invited
December 22 - Project Grow Early Release 11:30 am, No lunches served
December 22 - K- 3 Early Release 12:20 pm, lunches served
December 25 - January 1 - Winter Vacation
January 2 - School resumes
January 4 - PTA Zoom Meeting 7-8 pm
January 15 - Martin Luther King, Jr. Day - No School
January 31- Project Grow Early Release 11:30 am, No lunches served
January 31 - K- 3 Early Release 12:20 pm, lunches served

VIII. School Committee

A. Committee Reports

1. ORR District School Committee - James Muse reported that they met on November 16th and heard the MCAS presentation. He also encouraged members to attend ORR events like the plays, sports and other events.
2. SMEC – Tiffini Reedy reported they met on November 28th and heard a presentation of the FY23 audit and approved many items.
3. READS – Superintendent Nelson stated it was regular actions at the last meeting and the highlight was meeting Whitman-Hanson and Brockton Public Schools representatives.
4. Early Childhood Council – Cristin Cowles reported there was no report but to be on the lookout for Kindergarten registration information.
5. MASC – No report.
6. Mattapoisett Capital Planning – Chairperson Lavin reported they met last Monday along with the Police Chief and the Harbormaster and are fully underway with the process.
7. Tri-Town Education Foundation Fund– Superintendent Nelson reported that they recently met under Ms. Lopes’ leadership and they met with the Foundation that manages the fund. They are currently working on streamlining the application process.
8. Policy Subcommittee – Cristin Cowles reported they meet in a couple weeks.
9. Budget Subcommittee – Chairperson Lavin reported they have not met since the last meeting and the next is in January.
10. Equity Subcommittee – Superintendent Nelson reported the next meeting is in January.

IX. Future Business

A. Timeline

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

Mattapoisett School Committee

January 11, 2024 at 6:30pm
Hybrid Format

Joint School Committee

January 18, 2024 at 6:30pm
Hybrid Format

B. FUTURE AGENDA ITEMS

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

X. Open Comments

Chairperson, Carly Lavin stated the following:

Public Comment is governed by approved school committee policy.

Per the committee's policy we will offer up to 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 the side wall and those on zoom, if you are attending this meeting by zoom, you can send a message in the chat with your name and the town you reside in. The chairperson will alternate between in-person and zoom participants.

There were no public comments.

XI. Information Items

Superintendent Nelson provided the READS Quarterly Report Overview – September 2023 and the READS Annual Report for 2022-2023 to the school committee as information items.

ADJOURNMENT:

That the School Committee adjourn the Regular Session of the Mattapoisett School Committee at 7:33pm.

MOTION:	by Tiffini Reedy to adjourn the Regular Session of the Mattapoisett School Committee at 7:33pm.
SECONDED:	James Muse
OPPOSED:	None
ROLL CALL:	Carly Lavin (yes); James Muse (yes); Cristin Cowles (yes); Tiffini Reedy (yes)
MOTION PASSED:	4:0

Respectfully Submitted,

Melissa Wilcox, Recording Secretary



OLD ROCHESTER REGIONAL SCHOOL DISTRICT MA SUPERINTENDENCY UNION NO. 55



2023-2024 CENTER/OLD HAMMONDTOWN JOINT SCHOOL 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.

CORE 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...

AND...

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

THEN WE WILL...

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.
Support Systems

4.
Climate & Culture

5.
Safe Schools

Strategic Objective #1: Teaching & Learning

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	Office of Teaching and Learning Principals Teachers	In collaboration with The Hill for Literacy, implement the Into Reading core literacy program	1. Provide PD to staff members regarding the implementation of the Into Reading program and the Science of Reading 2. Provide Into Reading resources to educators	1. Consistent reading program implemented across the ORR district 2. Teachers will have up-to-date resources

of the Literacy Action Plan. (multi-year)			<ul style="list-style-type: none"> 3. Provide monthly support to teachers through The HILL for Literacy around best practices in literacy instruction 4. Ongoing support available for educators with HILL for Literacy consultants 	<ul style="list-style-type: none"> 3. Educators will have familiarity with Into Reading program and Science of Reading methods and strategies 4. Educators will have questions and concerns addressed through Hill for Literacy consultation
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)	<ul style="list-style-type: none"> Office of Teaching and Learning Principals Teachers The HILL for Literacy Building-Based Data Teams 	In collaboration with The Hill for Literacy, develop a literacy assessment plan to measure and monitor student literacy achievement	<ul style="list-style-type: none"> 1. Establish a District Literacy Leadership Team that will create a common assessment plan/schedule across the district 2. Administer literacy assessments 3. Conduct meetings to analyze literacy data and inform instruction practice 4. Analyze student assessment data to inform instructional planning 	<ul style="list-style-type: none"> 1. Monthly DLLT roster, meeting agendas, and notes (Nov. - June) 2. Student benchmark data rosters available for data meetings and progress monitoring meetings 3. 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	<ul style="list-style-type: none"> Office of Teaching and Learning Instructional Council Principals Teachers 	The District Instructional Council members and select Center/OHS staff members will continue to review and update the curriculum in the	<ul style="list-style-type: none"> 1. Instructional Council will meet throughout the year to plan for auditing and updating curriculum content 2. Departments/grade level leaders will update courses/units following parameters set by Instructional Council 	<ul style="list-style-type: none"> 1. Instructional Council agendas reflect audits and updates made to units 2. Content updates are available to teachers in our curriculum management system

articulation of standards covered during grade level transitions, daily instruction, and assessments (multi-year)		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 Principals Teachers	The District Instructional Council will assist in planning the 23-24 SY professional development plan The professional development plan will include learning opportunities for all educators including special educators, related service providers, specialists, and paraprofessionals	1. Data from staff surveys will be used to plan for professional development offerings 2. The professional development plan will be developed and communicated to educators in advance of the PD day 3. Professional development will be relevant and meaningful to all educators 4. District administration in collaboration with The Hill and Open Sci Ed will use data points and input from stakeholders to plan cohesive professional development to staff	1. Staff survey data is analyzed and PD plans are reviewed and updated to reflect the needs of educators 2. The Professional Development Plan will be completed prior to the upcoming school year 3. Instructional Council agendas reflect input shared out with grade levels and departments 4. Professional Development plans reflect input from our consultancies

2.5 Provide professional development to support and implement adoption of current Literacy Action Plan (multi-year)	Office of Teaching and Learning Principals Teachers	Center and Old Hammondtown School staff will participate in literacy professional development related to Science of Reading and implementation of the core literacy program	<ol style="list-style-type: none"> 1. Implementation Meetings with The Hill for Literacy 2. Through The Hill for Literacy, staff members will complete Science of Reading training to understand up to date research around how the brain encodes and decodes 3. Educators will have access to The Hill for Literacy Implementation Coach 4. Provide monthly support to teachers through The HILL for Literacy around best practices. in literacy instruction 	<ol style="list-style-type: none"> 1. The Hill and HMMH agendas and rosters 2. The Hill and HMMH provides PD sessions 3. The Hill Implementation meeting agendas reflect the coverage of critical components of the Into Reading series 4. Science of Reading modules are provided to teachers during portions of PD and early release days
--	---	---	---	---

Strategic Objective #3: Support Systems

Strengthen the multi-tiered and comprehensive academic, behavioral, and social emotional systems of support in all schools.

Strategic Initiatives	Person(s) Responsible	Level-based Goal	Action Steps	2023-2024 Anticipated Outcomes & Evidence (Indicators of Success)
3.1 Review, design, and expand consistent district-wide systems of support available to all students through the general	Office of Teaching and Learning Principals Teachers School Adjustment Counselors	Center and Old Hammondtown Schools will develop and implement systems of support consistent with district initiatives to ensure supports are in place to meet the	<ol style="list-style-type: none"> 1. RTI (Response to Intervention) teams will meet weekly to ensure that student intervention needs are being addressed 2. 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 3. Grade level/departments will use assessment data to drive instruction in tiers I, II, and III 	<ol style="list-style-type: none"> 1. Agendas and meeting notes reflect topics of discussion at weekly meetings 2. Instructional planning occurs during The Hill Data meetings, progress monitoring meetings, grade level FLEX planning meetings, SRST (Student Resource Support Team) and

education setting. (multi-year)	Reading Specialists Math Specialists Title I Math and Reading Interventionists	needs of our students Educators will use assessment data to provide targeted literacy and math interventions in the classrooms and in small groups	4. 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 (Building Based Support Team) meetings 3. FLEX planning minutes reflect intervention updates as well as data sheets that drive the groupings 4. Agendas and action items will be shared at the building level
---	--	---	--	--

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 promote the development of strong academic and social skills for all students (multi-year)	Principals Teachers Adjustment Counselors	The Center and OHS school community will collaborate to promote the development of strong academic and social skills for all students	1. Responsive Classroom techniques including: Morning meeting, school & classroom rules, behavior supports, restorative practices, and establishing hopes and dreams will be implemented school wide 2. Explore SEL resources and lessons within the Into Reading program	1. Increase focus on students' strengths and positive contributions to school community 2. Decreased discipline referrals 3. Time provided on staff meeting agendas to review and share ideas related to best practices including sharing RC success stories
4.3 Develop and implement	Principals	Center and OHS school	1. Weekly school newsletter updates will be sent to families on Sundays at 3:00 pm	1. School newsletter sent weekly to update staff and

<p>a clear and flexible communication plan for individual schools and the school-system to ensure family engagement and information sharing (multi-year)</p>	<p>Teachers</p> <p>Community Groups</p>	<p>administration will consistently communicate with the school community through weekly update emails to promote school community engagement</p>	<p>2. School events including: parent teacher conferences, Art Show, PTA fundraisers and band/chorus concerts will be included in school newsletter to ensure that families have a chance to plan for and participate in events</p> <p>3. ORRConnect app for school community communication</p>	<p>families of upcoming happenings</p> <p>2. School newsletters will be posted on school websites weekly</p> <p>3. Monthly calendars are maintained and included in the weekly newsletters</p>
<p>4.4 Utilize student voice, student engagement, and student leadership skills to guide and enhance a respectful and successful learning environment for all (multi-year)</p>	<p>Principals</p> <p>School Adjustment Counselors</p> <p>Project 351 Leaders, students, and staff</p>	<p>Center and OHS students, with the support of staff members, will enhance student voice through school and district leadership opportunities</p>	<p>1. Project 351 will be open to grades 4-6. Student “Influencers” will attend four training sessions to understand their roles. Monthly times will be offered for planning for student voice at All School Meetings throughout the year</p> <p>2. Project 351 will present at a staff meeting to familiarize PreK-6 educators with the work of Project 351</p> <p>3. Students will share their hopes and dreams and learning goals during the school year</p> <p>4. Students will have opportunities to participate in surveys for school culture-building activities e.g. spirit days, All School Meetings</p>	<p>1. Trainings for students occur at the JHS/HS and students present content at monthly All School Meetings</p> <p>2. Staff meeting agenda items and students’ presentation to staff</p> <p>3. Student hopes and dreams recorded and displayed in classrooms</p>

4.5 Provide professional development to support and implement best practices related to tracking and improving student behavior and discipline	Principals Teachers	Center and OHS staff will participate in professional development and training related to tracking and improving student behavior and discipline	<p>1. Power School training and overview of the tracking system will be provided to all staff</p> <p>2. Follow-up will be provided at monthly staff meetings and grade level PLC meetings</p> <p>3. Center and OHS behavior matrix will be reviewed and updated as needed</p> <p>4. Responsive Classroom strategies and techniques will be implemented school-wide for consistency and supports to address behavioral needs</p>	<p>1. Meeting agendas and attendance logs reflect time spent on topic</p> <p>2. Staff meeting/PLC agendas and attendance logs reflect time spent on topic</p> <p>3. Meeting notes reflect the data that was reviewed and updated</p> <p>4. Staff meeting agenda and notes reflect time spent sharing challenges and best practices</p>
--	----------------------------	--	---	--

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 development to school community members regarding physical and cyber safety and security practices (multi-year)	District Business Office, District Tech Team, SRO, First Responders Fire, Police, EMS, Principals Teachers	Center and OHS staff will participate in physical and cyber safety practices to reinforce best practices in school safety and cyber safety	<p>1. Cyber security training will be provided to staff to ensured continued online safety</p> <p>2. ALICE trainings will be conducted with staff and students during the school year with the support of local first responders and the District ALICE Training Team</p> <p>3. Fire Drills will be conducted 4 times per school year with the support of local first responders</p>	<p>1. Trainings are sent (through email) and completed by selected staff members. Completion logs</p> <p>2. Staff training occurs in the fall with follow up as needed with staff and then with the students during a school day</p> <p>3. Fire drills are conducted with the support of the Mattapoissett Fire Department (Fire Dept.</p>

			4. District administration will update the Crisis Manual Plan that provides guidance of procedures and protocols in emergency situations	Reports) 4. Updated manual shared with The Leadership Council and staff 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 Supt's office ORR District Facilities Director Principals	Building, district departments and administration will collaborate to understand and document short and long term building needs to be shared with town leadership	1. School administration will meet with the district leadership to target areas of need in the building 2. School and district administration will meet with town officials to tour the buildings and view identified areas of need 3. Building reviews will be conducted yearly to identify building improvements needed and added to the town's capital improvement plan	1. Items added to the Capital Plan to be reviewed with town leadership 2. Building tour occurs with a focus on high need areas 3. Town capital planning documents reflect the needs presented



Center School Donation
Request School Committee
Approval of Acceptance.

P.O. Box 770001
Cincinnati, OH 45277-0053

SP 01 000517 09172 H 1 ASNGLP
BPQGNZBBBCBRR
TOWN OF MATTAPOISETT
CENTER SCHOOL
PO BOX 477
MATTAPOISETT, MA 02739

December 05, 2023

Dear Sir or Madam:

We are delighted to provide you with the attached check for **\$5,000.00**. This Fidelity Charitable Donor-Advised Fund SM grant was made at the recommendation of the Theva Giving Fund, a donor-advised fund. ¹

This grant is made by Fidelity Charitable. Fidelity Charitable's donor recommends the grant be used for the following purpose (which does not constitute a restriction): **Kindergarten Supplies**. This grant is to be used exclusively for charitable purposes, and is not made for the purpose of influencing legislation. This grant is also subject to the "Grant Terms" on the next page. If you are unable or unwilling to meet these grant conditions, you must return these funds to Fidelity Charitable.

Should you choose to send a thank-you letter, the donor has requested it be sent to the following address. You should not, however, issue a tax acknowledgement to either the recommending donor(s) or to Fidelity Charitable.

Jay and Didi [REDACTED] Mattapoisett, MA 02739

¹ Fidelity Charitable is an independent public charity that sponsors a donor-advised fund program. In a donor-advised fund, Donors make irrevocable charitable contributions to Fidelity Charitable, and have the privilege of recommending grants to qualified public charities.

DCC_CEBPQGNZBBBCBRR_BBBBB 20231205 5700

P

OP=DCCK

Page 1 of 2

DCC_CEBPQGNZBBBCBRR_BBBBB 20231205

PLEASE FOLD AND DETACH AT PERFORATION BEFORE PRESENTING CHECK FOR PAYMENT

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT.

CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM.



P.O. Box 770001
Cincinnati, OH 45277-0053
800-952-4438

PAYABLE AT: THE BANK OF NEW YORK MELLON
EVERETT, MA 02149
53-292/113

13952007

December 05, 2023

PAY TO
THE
ORDER
OF
TOWN OF MATTAPOISETT

\$5,000.00

*****Five Thousand & 0/100 DOLLARS

VOID AFTER 60 DAYS

13952007 0113029201 004936

Cape Cod 5 Educational Mini-Grants

Name	Teacher Name	Project Title	Grant Amount
Center School	Mrs. Carolyn Pawlishen	Putting Science of Reading into PRACTICE	\$500.00
Total CENTER SCHOOL (1 item)			\$500.00

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES. SEE BACK FOR DETAILS.

CAPE COD 5
Foundation

1500 Yarnough Road
Hyannis, MA 02601

VOID AFTER ONE YEAR

53-7107
2113

DATE
11/29/2023

AMOUNT
500.00

002187

TO THE ORDER OF
OLD ROCHESTER REGIONAL SCHOOL DISTRICT

PAY
Five Hundred and 00/100

Old Rochester Regional School District
135 Marion Road
Mattapoisett, MA 02739

HEAT SENSITIVE
FIBER AREA TO RUB

SECOND SIGNATURE LINE REQUIRED \$100,000 OR MORE

[Signature]
AUTHORIZED SIGNATURE

⑈002187⑈ ⑆211371078⑆ 83 2753009⑈

Please find enclosed a summary of each teacher who won a Cape Cod 5 Educational Mini-Grant 14
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.

THE FACE OF THIS CHECK HAS AN ORANGE BACKGROUND AND MICROPRINTING IN THE BORDER. SEE BACK FOR ADDITIONAL SECURITY FEATURES.

Shutterfly, LLC

Shutterfly, LLC
10 Almaden Blvd, Suite 900
San Jose CA 95113

Wells Fargo
56-382/412

Date
12/18/2023

Number
178701

\$854.91

Amount

\$*****854.91

PAY EXACTLY EIGHT HUNDRED FIFTY-FOUR and 91/100 Dollars

PAY
TO THE
ORDER
OF

OLD HAMMONDTOWN ELEM SCHOOL
20 Shaw Street
Mattapoisett MA 02739-1423



⑈0000178701⑈ ⑆041203824⑆ 9622001213⑈



**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: Mattapoisett School Committee Members

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

Cc: Michael S. Nelson, Superintendent of Schools

Date: January 29, 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 \$8,239 as presented.

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



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

A handwritten signature in blue ink, appearing to read "M. T. Healey".

GOVERNOR MAURA T. HEALEY

A handwritten signature in blue ink, appearing to read "Kim Driscoll".

LT. GOVERNOR KIMBERLEY DRISCOLL

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 licensing.helpdesk@mass.gov or call the Help Desk at (617) 973-0935.
- ☐ The school/school district's registration expires one year (365 days) from the date on the MCSR. Districts/schools can renew the registration up to 90 days prior to the expiration date.

Key Points for Registering for Medication Delegation & Epinephrine Training

- 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.
- 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 Medication Administration in a School Setting: School Nurse Practice in Massachusetts and Medication Administration in Schools: What School Nurse Managers Need to Know 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.



Old Rochester Regional School District
Massachusetts School Superintendency Union 55

Memo

To: School Committee Members of Mattapoisett

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

Cc: Michael S. Nelson, Superintendent of Schools

Date: January 11, 2024

Re: Financial Report – Fiscal Year 2024

Financial Report:

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

- Budget Report – Detail Based for December 31, 2023
- Budget Report - Department Based for December 31, 2023

For the purpose of our Financial Forecasting:

The Mattapoisett School District currently has \$639,023 available of the general funds appropriated in the 2024 Fiscal Year. Per the attached Year to Date Budget Report by Department, we are able to identify how our funds are encumbered and expended. This report recognizes the activity of the total \$7,743,424 appropriated to the Mattapoisett School District.

- **\$ 7,743,424 - General Funds Approved**
- **\$ 7,104,401 – Obligations Paid Year to Date**
- **\$ 639,023 - Remaining Available Funds**

Mattapoisett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.303.001.1110.04.33	M A S C	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.303.001.1110.04.35	LEGAL COUNSEL	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.303.001.1110.04.36	DOE AUDIT	\$2,000.00	\$1,857.88	\$1,857.88	\$142.12	\$0.00	\$142.12	7.11%
01.303.001.1110.05.36	MISCELLANEOUS	\$2,000.00	\$600.00	\$600.00	\$1,400.00	\$0.00	\$1,400.00	70.00%
01.303.001.1110.06.36	ADVERTISING	\$2,000.00	\$1,204.53	\$1,204.53	\$795.47	\$0.00	\$795.47	39.77%
01.303.001.1110.06.37	TRAVEL SCHOOL COMMITTEE	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	100.00%
	Dept: SCHOOL COMMITTEE - 001	\$10,700.00	\$3,662.41	\$3,662.41	\$7,037.59	\$0.00	\$7,037.59	65.77%
01.303.004.1110.04.35	CENSUS	\$875.00	\$0.00	\$0.00	\$875.00	\$0.00	\$875.00	100.00%
01.303.004.1210.01.02	SUPERINTENDENT	\$37,393.00	\$14,815.13	\$14,815.13	\$22,577.87	\$21,190.97	\$1,386.90	3.71%
01.303.004.1210.02.02	EXEC ASST TO SUPT	\$13,667.00	\$4,826.20	\$4,826.20	\$8,840.80	\$6,580.44	\$2,260.36	16.54%
01.303.004.1210.04.33	ASSOCIATIONS & DUES	\$9,700.00	\$1,511.00	\$1,511.00	\$8,189.00	\$0.00	\$8,189.00	84.42%
01.303.004.1210.05.21	POSTAGE	\$1,000.00	\$725.36	\$725.36	\$274.64	\$0.00	\$274.64	27.46%
01.303.004.1210.05.22	SUPPLIES	\$2,500.00	\$1,605.07	\$1,605.07	\$894.93	\$0.00	\$894.93	35.80%
01.303.004.1210.06.36	MISCELLANEOUS	\$1,000.00	\$4,266.99	\$4,266.99	(\$3,266.99)	\$0.00	(\$3,266.99)	-326.70%
01.303.004.1210.06.37	TRAVEL & CONFERENCES	\$3,000.00	\$1,094.89	\$1,094.89	\$1,905.11	\$0.00	\$1,905.11	63.50%
01.303.004.1220.01.02	ASST SUPT CURRICULUM	\$24,127.00	\$10,592.38	\$10,592.38	\$13,534.62	\$14,417.16	(\$882.54)	-3.66%
01.303.004.1220.02.02	CLERICAL, CURRICULUM	\$9,185.00	\$3,598.62	\$3,598.62	\$5,586.38	\$5,068.34	\$518.04	5.64%
01.303.004.1410.01.02	ASST SUPT FINANCE & OPERATIONS	\$29,855.00	\$11,566.73	\$11,566.73	\$18,288.27	\$16,928.41	\$1,359.86	4.55%
01.303.004.1410.03.02	FINANCE OFFICE STAFF	\$34,545.00	\$13,191.68	\$13,191.68	\$21,353.32	\$26,846.48	(\$5,493.16)	-15.90%
01.303.004.1420.03.02	HUMAN RESOURCES	\$14,313.00	\$5,546.25	\$5,546.25	\$8,766.75	\$0.00	\$8,766.75	61.25%
01.303.004.1435.04.01	LEGAL SETTLEMENT-CONTRACTED S	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
01.303.004.1450.04.27	COMPUTER SERVICES	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	100.00%
01.303.004.1450.05.21	ADMINISTRATIVE TECHNOLOGY	\$1,000.00	\$307.12	\$307.12	\$692.88	\$0.00	\$692.88	69.29%
01.303.004.2356.06.37	PROFESSIONAL DEVELOPMENT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.004.4130.04.15	TELEPHONE	\$4,000.00	\$267.38	\$267.38	\$3,732.62	\$0.00	\$3,732.62	93.32%
01.303.004.4230.04.27	MAINTENANCE OF EQUIPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.004.5300.04.21	COPIER RENTAL	\$3,500.00	\$172.41	\$172.41	\$3,327.59	\$0.00	\$3,327.59	95.07%
	Dept: SUPERINTENDENTS OFFICE - 004	\$203,660.00	\$74,087.21	\$74,087.21	\$129,572.79	\$91,031.80	\$38,540.99	18.92%
01.303.007.2210.01.02	PRINCIPAL	\$124,630.00	\$62,314.99	\$62,314.99	\$62,315.01	\$62,315.01	\$0.00	0.00%
01.303.007.2210.02.09	CLERICAL	\$46,935.00	\$18,584.50	\$18,584.50	\$28,350.50	\$5,395.34	\$22,955.16	48.91%
01.303.007.2210.03.03	HEAD TEACHERS	\$1,500.00	\$692.28	\$692.28	\$807.72	\$1,307.72	(\$500.00)	-33.33%
01.303.007.2210.03.08	CAFE LUNCH MONITOR	\$29,459.00	\$8,302.77	\$8,302.77	\$21,156.23	\$15,683.01	\$5,473.22	18.58%
01.303.007.2210.04.33	ASSOCIATION DUES	\$800.00	\$0.00	\$0.00	\$800.00	\$499.00	\$301.00	37.63%
01.303.007.2210.05.23	SUPPLIES COPYING	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
01.303.007.2210.05.24	SUPPLIES GENERAL SCHOOL	\$7,500.00	\$9,960.05	\$9,960.05	(\$2,460.05)	\$563.99	(\$3,024.04)	-40.32%
01.303.007.2210.05.25	POSTAGE	\$1,100.00	\$11.90	\$11.90	\$1,088.10	\$0.00	\$1,088.10	98.92%
01.303.007.2210.06.37	TRAVEL & CONFERENCES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.007.2250.05.22	PRINCIPALS TECHNOLOGY	\$2,500.00	\$67.99	\$67.99	\$2,432.01	\$0.00	\$2,432.01	97.28%
01.303.007.5260.06.38	POSITION BONDS	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
01.303.007.5300.04.28	COPIER RENTAL	\$6,750.00	\$7,811.10	\$7,811.10	(\$1,061.10)	\$8,288.90	(\$9,350.00)	-138.52%
	Dept: SCHOOL ADMINISTRATION - 007	\$227,274.00	\$107,745.58	\$107,745.58	\$119,528.42	\$94,052.97	\$25,475.45	11.21%
01.303.010.2305.01.03	TEACHERS	\$876,026.00	\$309,009.28	\$309,009.28	\$567,016.72	\$572,090.72	(\$5,074.00)	-0.58%
01.303.010.2324.01.34	LONG TERM SUBS CENTER-PROFESS	\$0.00	\$25,667.46	\$25,667.46	(\$25,667.46)	\$0.00	(\$25,667.46)	0.00%
01.303.010.2325.03.34	SUBSTITUTES - CENTER	\$36,894.00	\$20,230.10	\$20,230.10	\$16,663.90	\$0.00	\$16,663.90	45.17%
01.303.010.2325.03.35	OTHER SALARIES	\$0.00	\$165.00	\$165.00	(\$165.00)	\$0.00	(\$165.00)	0.00%
01.303.010.2351.04.03	TUITION REIMBURSEMENT	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
01.303.010.2356.06.37	TRAVEL & CONFERENCES TEACHERS	\$7,500.00	\$254.00	\$254.00	\$7,246.00	\$0.00	\$7,246.00	96.61%
	Dept: CLASSROOM TEACHERS - 010	\$923,920.00	\$355,325.84	\$355,325.84	\$568,594.16	\$572,090.72	(\$3,496.56)	-0.38%

Mattapoisett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.303.013.2300.05.23	SUPPLIES CS	\$0.00	\$978.02	\$978.02	(\$978.02)	\$0.00	(\$978.02)	0.00%
01.303.013.2305.01.03	TEACHERS	\$286,982.00	\$99,474.49	\$99,474.49	\$187,507.51	\$186,007.51	\$1,500.00	0.52%
01.303.013.2430.05.23	KINDERGARTEN SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: KINDERGARTEN - 013	\$289,382.00	\$100,452.51	\$100,452.51	\$188,929.49	\$186,007.51	\$2,921.98	1.01%
01.303.016.2305.01.03	TEACHERS	\$49,660.00	\$16,660.96	\$16,660.96	\$32,999.04	\$30,998.54	\$2,000.50	4.03%
01.303.016.2430.05.23	SUPPLIES & MATERIALS ART	\$2,400.00	\$939.48	\$939.48	\$1,460.52	\$479.74	\$980.78	40.87%
	Dept: ART - 016	\$52,060.00	\$17,600.44	\$17,600.44	\$34,459.56	\$31,478.28	\$2,981.28	5.73%
01.303.022.2305.01.03	TEACHERS	\$208,220.00	\$72,501.14	\$72,501.14	\$135,718.86	\$134,868.86	\$850.00	0.41%
01.303.022.2430.05.23	READING SUPPLIES	\$2,400.00	\$2,726.29	\$2,726.29	(\$326.29)	\$0.00	(\$326.29)	-13.60%
	Dept: READING - 022	\$210,620.00	\$75,227.43	\$75,227.43	\$135,392.57	\$134,868.86	\$523.71	0.25%
01.303.024.2300.05.23	SUPPLIES	\$0.00	\$25.62	\$25.62	(\$25.62)	\$0.00	(\$25.62)	0.00%
01.303.024.2305.01.03	TEACHERS	\$19,206.00	\$3,160.86	\$3,160.86	\$16,045.14	\$10,536.34	\$5,508.80	28.68%
01.303.024.2356.06.37	TRAVEL & CONFERENCES ELL	\$0.00	\$0.00	\$0.00	\$0.00	\$22.00	(\$22.00)	0.00%
01.303.024.2430.05.23	ELL SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: ELL PROGRAM - 024	\$21,606.00	\$3,186.48	\$3,186.48	\$18,419.52	\$10,558.34	\$7,861.18	36.38%
01.303.025.2430.05.23	ENGLISH SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: ENGLISH - 025	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
01.303.037.2305.01.03	TEACHERS	\$35,084.00	\$11,873.97	\$11,873.97	\$23,210.03	\$22,428.53	\$781.50	2.23%
	Dept: MATHEMATICS - 037	\$35,084.00	\$11,873.97	\$11,873.97	\$23,210.03	\$22,428.53	\$781.50	2.23%
01.303.040.2330.01.03	LIBRARIAN	\$0.00	\$300.00	\$300.00	(\$300.00)	\$0.00	(\$300.00)	0.00%
01.303.040.2340.01.03	LIBRARIAN	\$49,343.00	\$17,932.50	\$17,932.50	\$31,410.50	\$33,872.50	(\$2,462.00)	-4.99%
01.303.040.2340.03.08	LIBRARY PARAPROFESSIONAL	\$17,570.00	\$0.00	\$0.00	\$17,570.00	\$11,319.09	\$6,250.91	35.58%
01.303.040.2430.05.23	SUPPLIES LIBRARY	\$2,400.00	\$297.21	\$297.21	\$2,102.79	\$0.00	\$2,102.79	87.62%
01.303.040.2430.05.24	BOOKS AND MAGAZINES LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$1,927.42	(\$1,927.42)	0.00%
01.303.040.2430.05.25	RESOURCE MATERIALS LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$89.00	(\$89.00)	0.00%
	Dept: MEDIA SERVICES - 040	\$69,313.00	\$18,529.71	\$18,529.71	\$50,783.29	\$47,208.01	\$3,575.28	5.16%
01.303.043.2305.01.03	TEACHERS	\$50,658.00	\$20,299.89	\$20,299.89	\$30,358.11	\$2,222.18	\$28,135.93	55.54%
01.303.043.2430.05.23	SUPPLIES MUSIC	\$2,400.00	\$1,033.94	\$1,033.94	\$1,366.06	\$0.00	\$1,366.06	56.92%
	Dept: MUSIC - 043	\$53,058.00	\$21,333.83	\$21,333.83	\$31,724.17	\$2,222.18	\$29,501.99	55.60%
01.303.049.2305.01.03	TEACHER	\$41,304.00	\$14,746.00	\$14,746.00	\$26,558.00	\$27,098.00	(\$540.00)	-1.31%
01.303.049.2430.05.23	SUPPLIES PHYS ED	\$2,400.00	\$1,063.91	\$1,063.91	\$1,336.09	\$2,147.43	(\$811.34)	-33.81%
	Dept: PHYSICAL EDUCATION - 049	\$43,704.00	\$15,809.91	\$15,809.91	\$27,894.09	\$29,245.43	(\$1,351.34)	-3.09%
01.303.052.2305.01.03	TEACHER	\$61,896.00	\$21,621.72	\$21,621.72	\$40,274.28	\$40,274.37	(\$0.09)	0.00%
01.303.052.2305.01.04	TECHNOLOGY LAB INSTRUCTOR	\$51,830.00	\$18,432.50	\$18,432.50	\$33,397.50	\$33,872.50	(\$475.00)	-0.92%
01.303.052.2430.05.23	SUPPLIES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$404.36	\$1,995.64	83.15%
	Dept: SCIENCE - 052	\$116,126.00	\$40,054.22	\$40,054.22	\$76,071.78	\$74,551.23	\$1,520.55	1.31%
01.303.055.2430.05.23	SUPPLIES SCIENCE	\$2,400.00	\$2,660.82	\$2,660.82	(\$260.82)	\$602.54	(\$863.36)	-35.97%
	Dept: SOCIAL STUDIES - 055	\$2,400.00	\$2,660.82	\$2,660.82	(\$260.82)	\$602.54	(\$863.36)	-35.97%
01.303.061.2351.04.03	CORE PROGRAM & DEVELOPMENT	\$25,000.00	\$2,095.83	\$2,095.83	\$22,904.17	\$0.00	\$22,904.17	91.62%

Mattapoisett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.303.061.2351.05.23	SUPPLIES	\$4,200.00	\$1,904.32	\$1,904.32	\$2,295.68	\$521.79	\$1,773.89	42.24%
01.303.061.2358.04.35	CONSULTANT SERVICES	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
01.303.061.2415.06.37	TRAVEL & CONFERENCES	\$2,800.00	\$397.41	\$397.41	\$2,402.59	\$346.50	\$2,056.09	73.43%
	Dept: CURRICULUM DEVELOPMENT - 061	\$36,000.00	\$4,397.56	\$4,397.56	\$31,602.44	\$868.29	\$30,734.15	85.37%
01.303.076.3200.01.11	NURSE	\$91,452.00	\$31,656.42	\$31,656.42	\$59,795.58	\$59,795.58	\$0.00	0.00%
01.303.076.3200.04.11	PHYSICIAN SVCS - CONTRACTED	\$0.00	\$0.00	\$0.00	\$0.00	\$993.00	(\$993.00)	0.00%
01.303.076.3200.05.23	SUPPLIES NURSE	\$2,400.00	\$1,960.24	\$1,960.24	\$439.76	\$100.00	\$339.76	14.16%
	Dept: HEALTH SERVICES - 076	\$93,852.00	\$33,616.66	\$33,616.66	\$60,235.34	\$60,888.58	(\$653.24)	-0.70%
01.303.079.3300.06.40	REGULAR EDUCATION - PUPIL K-6	\$278,000.00	\$89,765.22	\$89,765.22	\$188,234.78	\$188,234.78	\$0.00	0.00%
01.303.079.3300.06.41	REGULAR EDUCATION - FUEL ADJUS	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
	Dept: TRANSPORTATION - 079	\$298,000.00	\$89,765.22	\$89,765.22	\$208,234.78	\$188,234.78	\$20,000.00	6.71%
01.303.085.3520.06.36	STUDENT ACTIVITY EXTRACURRICUL	\$2,400.00	\$110.00	\$110.00	\$2,290.00	\$0.00	\$2,290.00	95.42%
	Dept: MISCELLANEOUS - 085	\$2,400.00	\$110.00	\$110.00	\$2,290.00	\$0.00	\$2,290.00	95.42%
01.303.088.4110.01.02	DISTRICT FACILITIES MANAGER	\$19,553.00	\$7,402.85	\$7,402.85	\$12,150.15	\$10,408.32	\$1,741.83	8.91%
01.303.088.4110.03.10	CUSTODIAL SUPERVISOR	\$53,293.00	\$34,824.10	\$34,824.10	\$18,468.90	\$26,416.00	(\$7,947.10)	-14.91%
01.303.088.4110.03.11	CUSTODIAL CONTRACT SERVICES	\$97,000.00	\$47,993.11	\$47,993.11	\$49,006.89	\$49,006.89	\$0.00	0.00%
01.303.088.4110.03.34	CUSTODIAL SUBSTITUTES	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
01.303.088.4120.04.17	HEAT (GAS) CS	\$132,000.00	\$17,752.49	\$17,752.49	\$114,247.51	\$75,247.51	\$39,000.00	29.55%
01.303.088.4130.04.15	TELEPHONE	\$13,000.00	\$4,669.43	\$4,669.43	\$8,330.57	\$4,329.71	\$4,000.86	30.78%
01.303.088.4130.04.16	ELECTRICITY	\$216,000.00	\$84,522.74	\$84,522.74	\$131,477.26	\$92,477.26	\$39,000.00	18.06%
01.303.088.4130.04.19	WATER	\$36,000.00	\$4,875.81	\$4,875.81	\$31,124.19	\$12,424.19	\$18,700.00	51.94%
01.303.088.4210.04.32	MAINTENANCE OF GROUNDS	\$7,500.00	\$8,171.86	\$8,171.86	(\$671.86)	\$3,500.00	(\$4,171.86)	-55.62%
01.303.088.4220.04.26	LIGHTING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.303.088.4220.04.32	MAINTENANCE OF BUILDING	\$66,550.00	\$80,538.00	\$80,538.00	(\$13,988.00)	\$40,413.56	(\$54,401.56)	-81.75%
01.303.088.4220.05.26	CHEMICALS	\$12,400.00	\$30,350.41	\$30,350.41	(\$17,950.41)	\$4,774.11	(\$22,724.52)	-183.26%
01.303.088.4220.05.27	PAPER	\$14,000.00	\$8,597.34	\$8,597.34	\$5,402.66	\$13,402.66	(\$8,000.00)	-57.14%
01.303.088.4220.06.37	TRAVEL	\$850.00	\$253.35	\$253.35	\$596.65	\$496.65	\$100.00	11.76%
01.303.088.4224.05.26	MISCELLANEOUS	\$1,000.00	\$580.51	\$580.51	\$419.49	\$169.49	\$250.00	25.00%
01.303.088.4227.06.37	TRAVEL	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
01.303.088.4230.04.32	MAINTENANCE OF EQUIP CAP	\$8,300.00	\$0.00	\$0.00	\$8,300.00	\$0.00	\$8,300.00	100.00%
	Dept: OPERATION AND MAINTENANCE - 088	\$685,296.00	\$330,532.00	\$330,532.00	\$354,764.00	\$333,066.35	\$21,697.65	3.17%
01.303.093.2130.01.04	BUILDING TECH COORDINATOR	\$0.00	\$625.00	\$625.00	(\$625.00)	\$0.00	(\$625.00)	0.00%
01.303.093.2130.03.04	NETWORK TECHNICIANS	\$80,494.00	\$27,088.95	\$27,088.95	\$53,405.05	\$37,243.65	\$16,161.40	20.08%
01.303.093.2356.06.37	TRAVEL AND CONFERENCES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.093.2430.05.23	SOFTWARE TECHNOLOGY	\$25,000.00	\$17,568.49	\$17,568.49	\$7,431.51	\$0.00	\$7,431.51	29.73%
01.303.093.2430.05.24	SUPPLIES & MATERIALS TECHNOLOG	\$15,000.00	\$3,101.50	\$3,101.50	\$11,898.50	\$1,980.65	\$9,917.85	66.12%
01.303.093.2450.05.23	EDUCATIONAL EQUIPMENT TECHNOL	\$0.00	\$115.50	\$115.50	(\$115.50)	\$0.00	(\$115.50)	0.00%
01.303.093.4130.04.35	TELECOMMUNICATIONS	\$11,000.00	\$10,178.48	\$10,178.48	\$821.52	\$0.00	\$821.52	7.47%
01.303.093.4230.04.29	MAINTENANCE OF EQUIPMENT	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$180.00	\$3,320.00	94.86%
	Dept: COMPUTER PROGRAM - 093	\$135,494.00	\$58,677.92	\$58,677.92	\$76,816.08	\$39,404.30	\$37,411.78	27.61%
01.303.100.1435.04.36	LEGAL SETTLEMENTS - SPED	\$5,000.00	\$709.50	\$709.50	\$4,290.50	\$4,290.50	\$0.00	0.00%
01.303.100.2105.04.33	ASSOCIATION DUES	\$0.00	\$127.28	\$127.28	(\$127.28)	\$0.00	(\$127.28)	0.00%
01.303.100.2110.01.02	DIRECTOR, STUDENT SERVICES	\$24,905.00	\$5,066.70	\$5,066.70	\$19,838.30	\$18,173.69	\$1,664.61	6.68%
01.303.100.2110.02.09	ADMINISTRATIVE ASST STUDENT SV	\$12,593.00	\$4,818.97	\$4,818.97	\$7,774.03	\$6,786.95	\$987.08	7.84%
01.303.100.2110.06.37	TRAVEL/CONFERENCES	\$6,200.00	\$0.00	\$0.00	\$6,200.00	\$0.00	\$6,200.00	100.00%

Mattapoisett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.303.100.2415.04.33	ASSOCIATION DUES	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
01.303.100.4130.04.15	TELEPHONE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
01.303.100.4230.04.31	SOFTWARE LICENSES	\$3,300.00	\$5,815.22	\$5,815.22	(\$2,515.22)	\$0.00	(\$2,515.22)	-76.22%
	Dept: SPECIAL NEEDS ADMINISTRATION - 100	\$52,398.00	\$16,537.67	\$16,537.67	\$35,860.33	\$29,251.14	\$6,609.19	12.61%
01.303.102.2305.01.03	TEACHERS	\$105,260.00	\$35,436.14	\$35,436.14	\$69,823.86	\$67,123.86	\$2,700.00	2.57%
01.303.102.2330.03.08	PARAPROFESSIONALS	\$60,222.00	\$22,053.36	\$22,053.36	\$38,168.64	\$40,379.85	(\$2,211.21)	-3.67%
01.303.102.2351.06.37	TRAVEL PROJ GROW	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00	0.00%
01.303.102.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.102.2430.05.23	SUPPLIES & MATERIALS	\$600.00	\$609.00	\$609.00	(\$9.00)	\$0.00	(\$9.00)	-1.50%
	Dept: PROJECT GROW - 102	\$166,782.00	\$58,098.50	\$58,098.50	\$108,683.50	\$107,703.71	\$979.79	0.59%
01.303.103.2300.05.24	SUPPLIES & MATERIALS	\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%
01.303.103.2305.01.03	TEACHERS	\$307,506.00	\$114,193.58	\$114,193.58	\$193,312.42	\$199,688.58	(\$6,376.16)	-2.07%
01.303.103.2330.03.08	PARAPROFESSIONALS	\$191,580.00	\$58,143.31	\$58,143.31	\$133,436.69	\$112,121.11	\$21,315.58	11.13%
01.303.103.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$270.00	\$270.00	\$230.00	\$0.00	\$230.00	46.00%
01.303.103.2430.05.24	SUPPLIES & MATERIALS	\$0.00	\$153.58	\$153.58	(\$153.58)	\$0.00	(\$153.58)	0.00%
01.303.103.2450.05.24	EDUCATIONAL EQUIPMENT CS	\$2,500.00	\$2,070.03	\$2,070.03	\$429.97	\$335.75	\$94.22	3.77%
	Dept: LEARNING SUPPORT CENTER - 103	\$502,836.00	\$174,830.50	\$174,830.50	\$328,005.50	\$312,145.44	\$15,860.06	3.15%
01.303.118.2305.01.03	TEACHERS	\$103,660.00	\$36,865.00	\$36,865.00	\$66,795.00	\$67,745.00	(\$950.00)	-0.92%
01.303.118.2350.01.03	PROFESSIONAL DEVELOPMENT	\$0.00	\$4.24	\$4.24	(\$4.24)	\$0.00	(\$4.24)	0.00%
01.303.118.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.118.2430.05.24	SUPPLIES	\$800.00	\$739.57	\$739.57	\$60.43	\$0.00	\$60.43	7.55%
01.303.118.2800.04.35	THERAPY	\$18,984.00	\$0.00	\$0.00	\$18,984.00	\$0.00	\$18,984.00	100.00%
	Dept: SPEECH - 118	\$123,944.00	\$37,608.81	\$37,608.81	\$86,335.19	\$67,745.00	\$18,590.19	15.00%
01.303.121.2110.02.02	SPECIAL NEEDS SECRETARY	\$17,888.00	\$3,150.00	\$3,150.00	\$14,738.00	\$0.00	\$14,738.00	82.39%
01.303.121.2110.02.09	CLERICAL	\$0.00	\$5,033.25	\$5,033.25	(\$5,033.25)	\$9,507.25	(\$14,540.50)	0.00%
01.303.121.2305.01.03	TEACHER VISUALLY IMPAIRED	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
01.303.121.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.121.2415.05.24	SUPPLIES	\$750.00	\$731.96	\$731.96	\$18.04	\$0.00	\$18.04	2.41%
01.303.121.2440.04.35	EXTENDED YEAR SERVICES	\$38,000.00	\$5,937.00	\$5,937.00	\$32,063.00	\$7,675.00	\$24,388.00	64.18%
01.303.121.2710.04.03	SPECIALIZED INSTRUCTION	\$25,000.00	\$15,050.00	\$15,050.00	\$9,950.00	\$9,950.00	\$0.00	0.00%
01.303.121.2800.04.35	THERAPY	\$98,000.00	\$27,072.71	\$27,072.71	\$70,927.29	\$45,396.38	\$25,530.91	26.05%
	Dept: SUPPORT SERVICES - 121	\$188,138.00	\$56,974.92	\$56,974.92	\$131,163.08	\$72,528.63	\$58,634.45	31.17%
01.303.127.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.303.127.2710.01.03	ADJUSTMENT COUNSELOR	\$94,819.00	\$33,321.92	\$33,321.92	\$61,497.08	\$61,997.08	(\$500.00)	-0.53%
01.303.127.2800.01.03	PSYCHOLOGIST	\$45,843.00	\$15,557.58	\$15,557.58	\$30,285.42	\$29,386.53	\$898.89	1.96%
01.303.127.2800.05.24	SUPPLIES	\$750.00	\$726.49	\$726.49	\$23.51	\$0.00	\$23.51	3.13%
01.303.127.2800.06.13	PSYCHOLOGICAL EVALUATIONS	\$9,316.00	\$3,758.00	\$3,758.00	\$5,558.00	\$3,058.00	\$2,500.00	26.84%
	Dept: PSYCHOLOGICAL SERVICES - 127	\$151,228.00	\$53,363.99	\$53,363.99	\$97,864.01	\$94,441.61	\$3,422.40	2.26%
01.303.130.3300.06.43	SPED TRANSPORTATION - COLLABOR	\$127,266.88	\$47,085.72	\$47,085.72	\$80,181.16	\$80,181.16	\$0.00	0.00%
01.303.130.3300.06.44	SPED TRANSPORTATION - DAY SCHO	\$83,000.00	\$23,785.00	\$23,785.00	\$59,215.00	\$59,215.00	\$0.00	0.00%
01.303.130.3300.06.45	SPED TRANSPORTATION - PRESCHO	\$1,733.12	\$0.00	\$0.00	\$1,733.12	\$0.00	\$1,733.12	100.00%
01.303.130.3300.06.46	SPED TRANSPORTATION - MCKINNEY	\$35,404.90	\$6,536.25	\$6,536.25	\$28,868.65	\$28,868.65	\$0.00	0.00%
	Dept: SPED TRANSPORTATION - 130	\$247,404.90	\$77,406.97	\$77,406.97	\$169,997.93	\$168,264.81	\$1,733.12	0.70%
01.303.133.9300.06.13	TUITION PRIVATE SCHOOLS	\$161,595.10	\$0.00	\$0.00	\$161,595.10	\$17,306.47	\$144,288.63	89.29%

Mattapoissett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.303.133.9300.06.43	SPED - TUITION COLLABORATIVE	\$24,316.00	(\$4,100.00)	(\$4,100.00)	\$28,416.00	\$0.00	\$28,416.00	116.86%
	Dept: PROGRAM WITH OTHERS SPED - 133	\$185,911.10	(\$4,100.00)	(\$4,100.00)	\$190,011.10	\$17,306.47	\$172,704.63	92.90%
01.304.004.5300.04.28	CONTRACTED SERVICE	\$6,750.00	\$0.00	\$0.00	\$6,750.00	\$0.00	\$6,750.00	100.00%
	Dept: SUPERINTENDENTS OFFICE - 004	\$6,750.00	\$0.00	\$0.00	\$6,750.00	\$0.00	\$6,750.00	100.00%
01.304.007.2210.01.02	PRINCIPAL	\$119,036.00	\$59,202.45	\$59,202.45	\$59,833.55	\$59,202.49	\$631.06	0.53%
01.304.007.2210.02.09	CLERICAL	\$34,015.00	\$17,057.80	\$17,057.80	\$16,957.20	\$27,292.60	(\$10,335.40)	-30.38%
01.304.007.2210.03.03	HEAD TEACHERS	\$1,500.00	\$692.28	\$692.28	\$807.72	\$1,307.72	(\$500.00)	-33.33%
01.304.007.2210.03.08	PARAPROFESSIONALS	\$33,439.00	\$11,601.75	\$11,601.75	\$21,837.25	\$21,347.79	\$489.46	1.46%
01.304.007.2210.04.33	ASSOCIATION DUES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.304.007.2210.05.22	SUPPLIES ADMINISTRATION	\$4,000.00	\$2,017.51	\$2,017.51	\$1,982.49	\$224.44	\$1,758.05	43.95%
01.304.007.2210.05.24	SUPPLIES GENERAL SCHOOL	\$7,500.00	\$6,356.38	\$6,356.38	\$1,143.62	\$241.46	\$902.16	12.03%
01.304.007.2210.05.25	POSTAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.304.007.2210.06.37	TRAVEL & CONFERENCES	\$900.00	\$1,902.81	\$1,902.81	(\$1,002.81)	\$0.00	(\$1,002.81)	-111.42%
01.304.007.2250.05.22	PRINCIPALS TECHNOLOGY	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
01.304.007.5260.06.38	POSITION BONDS	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
	Dept: SCHOOL ADMINISTRATION - 007	\$204,990.00	\$98,830.98	\$98,830.98	\$106,159.02	\$109,616.50	(\$3,457.48)	-1.69%
01.304.010.2305.01.03	TEACHERS	\$582,475.00	\$227,768.49	\$227,768.49	\$354,706.51	\$423,429.51	(\$68,723.00)	-11.80%
01.304.010.2324.01.34	LONG TERM SUBS OHS-PROFESSION.	\$0.00	\$3,618.72	\$3,618.72	(\$3,618.72)	\$0.00	(\$3,618.72)	0.00%
01.304.010.2324.03.34	LONG TERM SUBS OHS - OTHER	\$0.00	\$1,828.19	\$1,828.19	(\$1,828.19)	\$784.56	(\$2,612.75)	0.00%
01.304.010.2325.03.34	SUBSTITUTES - OHS	\$0.00	\$4,550.00	\$4,550.00	(\$4,550.00)	\$0.00	(\$4,550.00)	0.00%
01.304.010.2325.03.35	SUBSTITUTES FOR PD	\$30,655.00	\$19,905.40	\$19,905.40	\$10,749.60	\$0.00	\$10,749.60	35.07%
01.304.010.2351.04.03	TUITION REIMBURSEMENT	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
01.304.010.2356.06.37	CONFERENCES TEACHERS	\$7,500.00	\$1,019.97	\$1,019.97	\$6,480.03	\$0.00	\$6,480.03	86.40%
	Dept: CLASSROOM TEACHERS - 010	\$624,130.00	\$258,690.77	\$258,690.77	\$365,439.23	\$424,214.07	(\$58,774.84)	-9.42%
01.304.016.2305.01.03	TEACHERS	\$54,394.00	\$16,660.96	\$16,660.96	\$37,733.04	\$30,998.54	\$6,734.50	12.38%
01.304.016.2430.05.23	SUPPLIES & MATERIALS ART	\$2,400.00	\$898.87	\$898.87	\$1,501.13	\$0.00	\$1,501.13	62.55%
	Dept: ART - 016	\$56,794.00	\$17,559.83	\$17,559.83	\$39,234.17	\$30,998.54	\$8,235.63	14.50%
01.304.022.2305.01.03	TEACHERS	\$33,084.00	\$16,410.96	\$16,410.96	\$16,673.04	\$30,998.54	(\$14,325.50)	-43.30%
01.304.022.2430.05.23	SUPPLIES READING	\$2,400.00	\$393.73	\$393.73	\$2,006.27	\$0.00	\$2,006.27	83.59%
	Dept: READING - 022	\$35,484.00	\$16,804.69	\$16,804.69	\$18,679.31	\$30,998.54	(\$12,319.23)	-34.72%
01.304.025.2305.01.03	TEACHERS	\$103,160.00	\$0.00	\$0.00	\$103,160.00	\$0.00	\$103,160.00	100.00%
01.304.025.2430.05.23	SUPPLIES READING	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: ENGLISH - 025	\$105,560.00	\$0.00	\$0.00	\$105,560.00	\$0.00	\$105,560.00	100.00%
01.304.037.2305.01.03	TEACHERS	\$103,160.00	\$36,036.14	\$36,036.14	\$67,123.86	\$67,123.86	\$0.00	0.00%
	Dept: MATHEMATICS - 037	\$103,160.00	\$36,036.14	\$36,036.14	\$67,123.86	\$67,123.86	\$0.00	0.00%
01.304.040.2305.01.03	PROFESSIONAL SALARIES	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
01.304.040.2330.01.03	LIBRARIAN	\$2,850.00	\$18,232.50	\$18,232.50	(\$15,382.50)	\$33,872.50	(\$49,255.00)	-1728.25%
01.304.040.2340.01.03	MEDIA CENTER	\$49,343.00	\$0.00	\$0.00	\$49,343.00	\$0.00	\$49,343.00	100.00%
01.304.040.2340.03.08	LIBRARY ASSISTANT	\$11,830.00	\$0.00	\$0.00	\$11,830.00	\$7,545.98	\$4,284.02	36.21%
01.304.040.2430.05.23	MEDIA SERVICE SUPPLIES	\$2,525.00	\$0.00	\$0.00	\$2,525.00	\$0.00	\$2,525.00	100.00%
01.304.040.2430.05.24	MEDIA BOOKS & MAGAZINES	\$0.00	\$0.00	\$0.00	\$0.00	\$2,632.68	(\$2,632.68)	0.00%
01.304.040.2440.05.23	MEDIA RESOURCE MATERIALS	\$0.00	\$260.26	\$260.26	(\$260.26)	\$0.00	(\$260.26)	0.00%
01.304.040.4230.04.29	MAINTENANCE OF EQUIPMENT LIBRA	\$0.00	\$74.66	\$74.66	(\$74.66)	\$0.00	(\$74.66)	0.00%

Mattapoissett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	Dept: MEDIA SERVICES - 040	\$67,023.00	\$18,567.42	\$18,567.42	\$48,455.58	\$44,051.16	\$4,404.42	6.57%
01.304.043.2305.01.03	TEACHERS	\$98,433.00	\$36,828.57	\$36,828.57	\$61,604.43	\$33,443.11	\$28,161.32	28.61%
01.304.043.2330.04.09	ACCOMPANIST	\$850.00	\$560.00	\$560.00	\$290.00	\$0.00	\$290.00	34.12%
01.304.043.2430.05.23	SUPPLIES MUSIC	\$2,400.00	\$1,114.65	\$1,114.65	\$1,285.35	\$501.91	\$783.44	32.64%
01.304.043.4230.04.29	MAINTENANCE OF EQUIPMENT MUSIC	\$0.00	\$59.99	\$59.99	(\$59.99)	\$107.98	(\$167.97)	0.00%
	Dept: MUSIC - 043	\$101,683.00	\$38,563.21	\$38,563.21	\$63,119.79	\$34,053.00	\$29,066.79	28.59%
01.304.049.2305.01.03	TEACHERS	\$85,217.00	\$29,660.19	\$29,660.19	\$55,556.81	\$54,891.51	\$665.30	0.78%
01.304.049.2430.05.23	SUPPLIES PHYS ED	\$2,400.00	\$1,160.78	\$1,160.78	\$1,239.22	\$0.00	\$1,239.22	51.63%
	Dept: PHYSICAL EDUCATION - 049	\$87,617.00	\$30,820.97	\$30,820.97	\$56,796.03	\$54,891.51	\$1,904.52	2.17%
01.304.052.2305.01.03	TEACHERS	\$93,094.00	\$32,846.92	\$32,846.92	\$60,247.08	\$60,721.99	(\$474.91)	-0.51%
01.304.052.2430.05.23	SUPPLIES SCIENCE	\$2,400.00	\$1,024.65	\$1,024.65	\$1,375.35	\$0.00	\$1,375.35	57.31%
	Dept: SCIENCE - 052	\$95,494.00	\$33,871.57	\$33,871.57	\$61,622.43	\$60,721.99	\$900.44	0.94%
01.304.055.2305.01.03	TEACHER - STEM	\$100,716.00	\$36,036.14	\$36,036.14	\$64,679.86	\$67,123.86	(\$2,444.00)	-2.43%
01.304.055.2430.05.23	STEM SUPPLIES SCIENCE	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
	Dept: SOCIAL STUDIES - 055	\$103,116.00	\$36,036.14	\$36,036.14	\$67,079.86	\$67,123.86	(\$44.00)	-0.04%
01.304.076.3200.01.11	NURSE	\$69,826.00	\$24,170.58	\$24,170.58	\$45,655.42	\$45,655.42	\$0.00	0.00%
01.304.076.3200.05.23	SUPPLIES NURSE	\$2,400.00	\$527.93	\$527.93	\$1,872.07	\$0.00	\$1,872.07	78.00%
01.304.076.4230.04.29	MAINTENANCE OF EQUIPT OHS NURSI	\$0.00	\$123.13	\$123.13	(\$123.13)	\$0.00	(\$123.13)	0.00%
	Dept: HEALTH SERVICES - 076	\$72,226.00	\$24,821.64	\$24,821.64	\$47,404.36	\$45,655.42	\$1,748.94	2.42%
01.304.085.3520.06.36	EXTRACURRICULAR	\$2,400.00	\$2,971.00	\$2,971.00	(\$571.00)	\$0.00	(\$571.00)	-23.79%
	Dept: MISCELLANEOUS - 085	\$2,400.00	\$2,971.00	\$2,971.00	(\$571.00)	\$0.00	(\$571.00)	-23.79%
01.304.088.4110.03.10	CUSTODIAL SUPERVISOR	\$54,863.00	\$27,996.80	\$27,996.80	\$26,866.20	\$27,996.80	(\$1,130.60)	-2.06%
01.304.088.4110.04.10	CUSTODIAL CONTRACT SVCS	\$97,000.00	\$46,908.67	\$46,908.67	\$50,091.33	\$47,091.33	\$3,000.00	3.09%
01.304.088.4115.03.34	SUBSTITUTES, P/T, OVERTIME	\$0.00	\$5,946.96	\$5,946.96	(\$5,946.96)	\$0.00	(\$5,946.96)	0.00%
01.304.088.4220.04.26	LIGHTING	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Dept: OPERATION AND MAINTENANCE - 088	\$152,363.00	\$80,852.43	\$80,852.43	\$71,510.57	\$75,088.13	(\$3,577.56)	-2.35%
01.304.093.2356.06.37	TRAVEL AND CONFERENCES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.304.093.2430.05.23	SOFTWARE TECHNOLOGY	\$15,000.00	\$79.99	\$79.99	\$14,920.01	\$0.00	\$14,920.01	99.47%
01.304.093.2450.05.23	EDUCATIONAL EQUIPMENT OHS	\$0.00	\$115.50	\$115.50	(\$115.50)	\$0.00	(\$115.50)	0.00%
01.304.093.2451.05.23	EDUCATIONAL EQUIPT TECHNOLOGY	\$2,000.00	\$223.40	\$223.40	\$1,776.60	\$0.00	\$1,776.60	88.83%
01.304.093.4130.04.35	TELECOMMUNICATIONS	\$10,000.00	\$6,022.80	\$6,022.80	\$3,977.20	\$0.00	\$3,977.20	39.77%
01.304.093.4230.04.29	MAINTENANCE OF EQUIPT TECHNOLC	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
	Dept: COMPUTER PROGRAM - 093	\$31,000.00	\$6,441.69	\$6,441.69	\$24,558.31	\$0.00	\$24,558.31	79.22%
01.304.103.2305.01.03	TEACHERS	\$265,420.00	\$91,510.70	\$91,510.70	\$173,909.30	\$171,909.30	\$2,000.00	0.75%
01.304.103.2330.03.08	PARAPROFESSIONALS	\$225,614.00	\$66,071.05	\$66,071.05	\$159,542.95	\$142,364.60	\$17,178.35	7.61%
01.304.103.2356.01.03	PROFESSIONAL DEVELOPMENT	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
01.304.103.2430.05.23	SUPPLIES	\$750.00	\$750.14	\$750.14	(\$0.14)	\$0.00	(\$0.14)	-0.02%
01.304.103.2450.05.24	EDUCATIONAL EQUIPMENT OHS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
01.304.103.3300.02.12	BUS MONITOR	\$5,500.00	\$8,602.20	\$8,602.20	(\$3,102.20)	\$0.00	(\$3,102.20)	-56.40%
	Dept: LEARNING SUPPORT CENTER - 103	\$500,284.00	\$166,934.09	\$166,934.09	\$333,349.91	\$314,273.90	\$19,076.01	3.81%
01.304.118.2305.01.03	TEACHERS	\$93,791.00	\$32,156.42	\$32,156.42	\$61,634.58	\$59,795.58	\$1,839.00	1.96%

Mattapoissett Public Schools

FY23-24 APPROVED BUDGET - SCHOOL BASED

From Date: 7/1/2023

To Date: 6/30/2024

Fiscal Year: 2023-2024

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	Dept: SPEECH - 118	\$93,791.00	\$32,156.42	\$32,156.42	\$61,634.58	\$59,795.58	\$1,839.00	1.96%
01.304.121.2110.02.09	CLERICAL	\$18,013.00	\$5,033.25	\$5,033.25	\$12,979.75	\$9,507.25	\$3,472.50	19.28%
	Dept: SUPPORT SERVICES - 121	\$18,013.00	\$5,033.25	\$5,033.25	\$12,979.75	\$9,507.25	\$3,472.50	19.28%
01.304.127.2710.01.03	ADJUSTMENT COUNSELOR	\$104,712.00	\$35,661.13	\$35,661.13	\$69,050.87	\$67,123.86	\$1,927.01	1.84%
01.304.127.2800.01.03	PSYCHOLOGIST	\$45,843.00	\$15,557.49	\$15,557.49	\$30,285.51	\$29,386.40	\$899.11	1.96%
	Dept: PSYCHOLOGICAL SERVICES - 127	\$150,555.00	\$51,218.62	\$51,218.62	\$99,336.38	\$96,510.26	\$2,826.12	1.88%
Grand Total:		\$7,743,424.00	\$2,791,581.94	\$2,791,581.94	\$4,951,842.06	\$4,312,819.08	\$639,022.98	8.25%

End of Report

Mattapoisett Public Schools
Fiscal Year 2023-2024 Final Approved Budget - Department Based
As of December 31, 2023 for the Fiscal Year June 30, 2024

Department	Department Name	FY2023 Final Expenditures	FY2024 Budget	Year to Date	Encumbrances	Total Committed	Available FY2024 Budget
001	SCHOOL COMMITTEE	\$ 11,068	\$ 10,700	\$ 3,662	\$ -	\$ 3,662	\$ 7,038
004	SUPERINTENDENTS OFFICE	\$ 183,753	\$ 210,410	\$ 74,087	\$ 91,032	\$ 165,119	\$ 45,291
007	SCHOOL ADMINISTRATION	\$ 426,201	\$ 432,264	\$ 206,577	\$ 203,669	\$ 410,246	\$ 22,018
010	CLASSROOM TEACHERS	\$ 1,673,241	\$ 1,548,050	\$ 614,017	\$ 996,305	\$ 1,610,322	\$ (62,272)
013	KINDERGARTEN	\$ 272,545	\$ 289,382	\$ 100,453	\$ 186,008	\$ 286,461	\$ 2,921
016	ART	\$ 95,430	\$ 108,854	\$ 35,160	\$ 62,477	\$ 97,637	\$ 11,217
022	READING	\$ 235,060	\$ 246,104	\$ 92,032	\$ 165,867	\$ 257,899	\$ (11,795)
024	ELL PROGRAM	\$ 14,083	\$ 21,606	\$ 3,186	\$ 10,559	\$ 13,745	\$ 7,861
025	ENGLISH	\$ 743	\$ 107,960	\$ -	\$ -	\$ -	\$ 107,960
037	MATHEMATICS	\$ 189,040	\$ 138,244	\$ 47,910	\$ 89,552	\$ 137,462	\$ 782
040	MEDIA SERVICES	\$ 131,803	\$ 136,336	\$ 37,097	\$ 91,259	\$ 128,356	\$ 7,980
043	MUSIC	\$ 148,506	\$ 154,741	\$ 59,897	\$ 36,275	\$ 96,172	\$ 58,569
049	PHYSICAL EDUCATION	\$ 124,429	\$ 131,321	\$ 46,631	\$ 84,137	\$ 130,768	\$ 553
052	SCIENCE	\$ 206,951	\$ 211,620	\$ 73,926	\$ 135,273	\$ 209,199	\$ 2,421
055	SOCIAL STUDIES	\$ 2,062	\$ 105,516	\$ 38,697	\$ 67,726	\$ 106,423	\$ (907)
061	CURRICULUM DEVELOPMENT	\$ 30,772	\$ 36,000	\$ 4,398	\$ 868	\$ 5,266	\$ 30,734
076	HEALTH SERVICES	\$ 154,998	\$ 166,078	\$ 58,438	\$ 106,544	\$ 164,982	\$ 1,096
079	TRANSPORTATION	\$ 300,772	\$ 298,000	\$ 89,765	\$ 188,235	\$ 278,000	\$ 20,000
085	MISCELLANEOUS	\$ 8,696	\$ 4,800	\$ 3,081	\$ -	\$ 3,081	\$ 1,719
088	OPERATION AND MAINTENANCE	\$ 849,059	\$ 837,659	\$ 411,384	\$ 408,154	\$ 819,538	\$ 18,121
093	COMPUTER PROGRAM	\$ 213,291	\$ 166,494	\$ 65,120	\$ 39,404	\$ 104,524	\$ 61,970
100	SPECIAL NEEDS ADMINISTRATION	\$ 43,446	\$ 52,398	\$ 16,538	\$ 29,251	\$ 45,789	\$ 6,609
102	PROJECT GROW	\$ 162,624	\$ 166,782	\$ 58,099	\$ 107,704	\$ 165,803	\$ 979
103	LEARNING SUPPORT CENTER	\$ 939,044	\$ 1,003,120	\$ 341,765	\$ 626,419	\$ 968,184	\$ 34,936
106	LEARNING SUPPORT CENTER	\$ 1,635	\$ -	\$ -	\$ -	\$ -	\$ -
118	SPEECH	\$ 212,249	\$ 217,735	\$ 69,765	\$ 127,541	\$ 197,306	\$ 20,429
121	SUPPORT SERVICES	\$ 178,596	\$ 206,151	\$ 62,008	\$ 82,036	\$ 144,044	\$ 62,107
127	PSYCHOLOGICAL SERVICES	\$ 51,223	\$ 301,783	\$ 104,583	\$ 190,952	\$ 295,535	\$ 6,248
130	SPED TRANSPORTATION	\$ 203,161	\$ 247,405	\$ 77,407	\$ 168,265	\$ 245,672	\$ 1,733
133	PROGRAM WITH OTHERS SPED	\$ 208,891	\$ 185,911	\$ (4,100)	\$ 17,306	\$ 13,206	\$ 172,705
Grand Total		\$ 7,273,369	\$ 7,743,424	\$ 2,791,583	\$ 4,312,818	\$ 7,104,401	\$ 639,023

Mattapoissett Public Schools

FY23-24 APPROVED BUDGET - BCAHS

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 Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.307.079.3300.06.48	BRISTOL AGGIE TRANSPORTATION	\$44,100.00	\$14,700.00	\$14,700.00	\$29,400.00	\$34,359.00	(\$4,959.00)	-11.24%
01.307.097.9100.06.36	BRISTOL AGGIE TUITION	\$44,020.00	\$43,651.34	\$43,651.34	\$368.66	\$0.00	\$368.66	0.84%
01.307.500.8200.06.39	LONG TERM DEBT SERVICE/SCHOOL	\$10,802.00	\$11,959.32	\$11,959.32	(\$1,157.32)	\$0.00	(\$1,157.32)	-10.71%
Grand Total:		\$98,922.00	\$70,310.66	\$70,310.66	\$28,611.34	\$34,359.00	(\$5,747.66)	-5.81%

End of Report



Old Rochester Regional School District Massachusetts Superintendency Union #55

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

Food Service Director's Report: January 2024
Center School

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.
- Meal participation continues to be strong.

Students Receiving Free and Reduced Meals:

Free: 47 → 20%

Reduced: 8 → 3%

Student Meal Participation

SY 23					SY 24			
	Breakfast Counts	%	Lunch Counts	%	Breakfast Counts	%	Lunch Counts	%
August	48	10%	171	37%	75	16%	146	32%
September	1118	27%	2385	57%	1085	24%	2310	51%
October	1216	29%	2579	61%	1145	25%	2427	52%
November	942	27%	2172	61%	1020	26%	2209	56%
December	837	24%	2105	61%	742	21%	1991	57%
January	902	23%	2393	60%				
February	639	21%	1924	62%				
March	1539	32%	2965	62%				
April	859	29%	1729	59%				
May	1530	33%	2774	59%				
June	722	33%	1204	56%				

Jill Henesey

Director of Food and Nutrition Services

Office: 508-758-2772 x1543

Mobile: 774-320-0801

Email: jillhenesey@oldrochester.org

<https://www.facebook.com/ORRnutrition4kids>



Old Rochester Regional School District Massachusetts Superintendency Union #55

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

Food Service Director's Report: January 2024
Old Hammondtown School

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.
- I would like to congratulate Ms. Tina Tetreault on her retirement and best wishes on her next chapter.
- I would like to welcome Mr. Luis Rivera to the OHS Café team. Mr. Rivera has been a substitute for us for a few years and is a great addition to our team.
- Meal participation continues to be strong.

Students Receiving Free and Reduced Meals:

Free: 39 → 23%

Reduced: 4 → 2%

Student Meal Participation

SY 23					SY 24			
	Breakfast Counts	%	Lunch Counts	%	Breakfast Counts	%	Lunch Counts	%
August	20	5%	181	48%	43	13%	166	49%
September	567	15%	2095	57%	819	25%	2098	64%
October	812	22%	2201	60%	927	27%	2208	64%
November	737	24%	1895	63%	922	32%	1925	66%
December	830	28%	1899	63%	732	29%	1755	69%
January	1016	30%	2137	62%				
February	742	28%	1693	63%				
March	1271	31%	2741	67%				
April	788	32%	1629	66%				
May	1282	32%	2639	67%				
June	568	31%	1034	57%				

Jill Henesey

Director of Food and Nutrition Services

Office: 508-758-2772 x1543

Mobile: 774-320-0801

Email: jillhenesey@oldrochester.org

<https://www.facebook.com/ORRnutrition4kids>



Facilities Director's Report: February 2024

Center Elementary School

- Completed snow/ice removal operations.
- Repair of Office Suite Roof Top Unit (RTU) completed.
- Completed routine repair/maintenance on all facility equipment and systems.

Old Hammondtown Elementary School

- Completed snow/ice removal operations.
- Replaced gas regulator on emergency generator.
- Completed routine repair/maintenance on all facility systems.

Sincerely,

Gene Jones

Director of Facilities

Office: 508-758-2772 x1954

Cell: 508-509-6763

E-Mail: eugenejones@oldrochester.org

Principal's Report
Center School
Mattapoisett School Committee Meeting – January 31, 2024

- Congratulations to Mrs. Willow Dowling on her retirement at the end of December. Mrs. Dowling looks forward to taking art, photography, and Italian classes and trips to Hawaii and Italy. Mrs. Dowling told us that she will miss the Mattapoisett community and will think fondly of all the children she had taught over the years.

On behalf of the Mattapoisett Community, we thank Mrs. Dowling for her years of service and for bringing the joy of music to Mattapoisett students. We wish Mrs. Dowling all the best in her retirement!

- We thank Mrs. Lori Sevigny for her 30.5 years of dedicated service to the students, families, and staff at Center School. We wish Mrs. Sevigny the best in her retirement! Mrs. Sevigny looks forward to relaxing and not driving to school in the winter weather! She will greatly miss the students and families she has worked with for many years.
- We welcome Mrs. Erin Montetforte to our Center School team as our new administrative assistant.
- We welcome Mr. Steve Medeiros to our Center School team as our new facility and grounds supervisor.

Center School Specials in Action:



First graders in music class use Boomwackers to learn musical notes.



Programming with Coding Bots in technology class.



Glow bowling in PE class.

Center School Events:

- Incoming K parents and guardians attended Kindergarten Information Night on Tuesday, January 30, from 6:00 to 7:00 pm at Center School. Kindergarten teachers, Mrs. Balsis, our school nurse, and Dr. Ashley presented information about kindergarten registration and our kindergarten program. Mrs. Monteforte was on hand to collect required paperwork.

- The New Bedford Symphony Orchestra visited Center School. Grades 2 and 3 at Center School participated in an assembly with the NBSO musicians on Wednesday, January 10th. The NBSO educational program theme this year is Adaptations in Motion. Students learned about how various organisms move, swim, crawl, jump, and walk. Musicians performed vivid examples of classical music changing the motion of a melody from steps to skips to leaps, from low to high, and accelerating and slowing rhythmic motion.



Upcoming Events:

- The Math Acceleration Academy (MAA) will provide identified and eligible students enrolled in grades 3 through 10 with an opportunity to engage in a four-day (Tuesday - Friday) academic program designed to accelerate student learning in mathematics through engaging, standards-aligned lessons that meet the specific academic needs of identified students.

The MAA will run February 20 – 23, 2024, from 7:45 am to 3:00 pm.



- **K - 6 Family Literacy Night** will be held on Wednesday, February 7, 2024, from 6:00 - 7:15 PM in the ORR High School Cafeteria.

Important Dates:

February 1 - PTA meeting via Zoom @ 7:00 pm

February 7 - Family Literacy Night, 6:00 - 7:30 pm - ORR HS Cafeteria

February 19 - Presidents' Day - No School

February 19 - 23 - February Vacation Week

March 6 - Project Grow Early Release 11:30 am, No lunches served

March 6 - K- 3 Early Release 12:20 pm, lunches served

March 19 - Center/OHS Art Show 4:00 - 6:00 pm @ Center School

April 9 and 10 - Grade 3 ELA MCAS

April 15 - Patriots' Day - No School

April 15 - 19 - April Vacation Week

May 14 and 15 - Grade 3 Math MCAS

Old Hammondtown School
Mattapoissett School Committee
Principal's Report
January 31, 2024

The Mattapoissett PTA held their Family Bingo night on December 5th in the OHS cafeteria. It was great to bring this annual event back in person after a few years of remote. The cafeteria was standing room only and it was a night filled with fun and excitement. A big shout out of thanks goes out the Mattapoissett PTA.



Mr. C. brought TopGolf to OHS on December 11th. Students worked on their golf skills by fine tuning their swings and shooting at targets. PGA and LPGA here we come.



OHS held its annual Holiday Concert on December 13th. A daytime show for students and staff took place at 1:30 and families were treated to a special show that evening at 6:30pm. This year's show was one of the best with both traditional and seasonal songs. The chorus, under the direction of Mrs. Willow Dowling sounded amazing. The Jazz band and concert band, under the direction of Mr. Brent Alger, wowed the crowd with their renditions of some familiar holiday favorites. The students showed off all of their hard work and practice and it was quite a treat.



OHS Jazz Band



OHS students were treated with a very special encore performance of the Center School Holiday Show. Buses shuttled students over to Center School for a morning performance. This was an annual event prior to the COVID break and so it was nice to be able to make the trek over to see the students perform.



And finally, I am happy to report that students got to play in the snow at recess. The tradition is back and from the looks on the students faces they were happy that it was. The pictures say it all.





FUTURE DATES:

2/13 NO JAZZ BAND

2/17-2/25 Winter Break

3/15. 6 th Grade Student/ Staff Basketball Game

3/19. OHS Art Show

4/13-4/21. April Vacation

5/29. Spring Concert

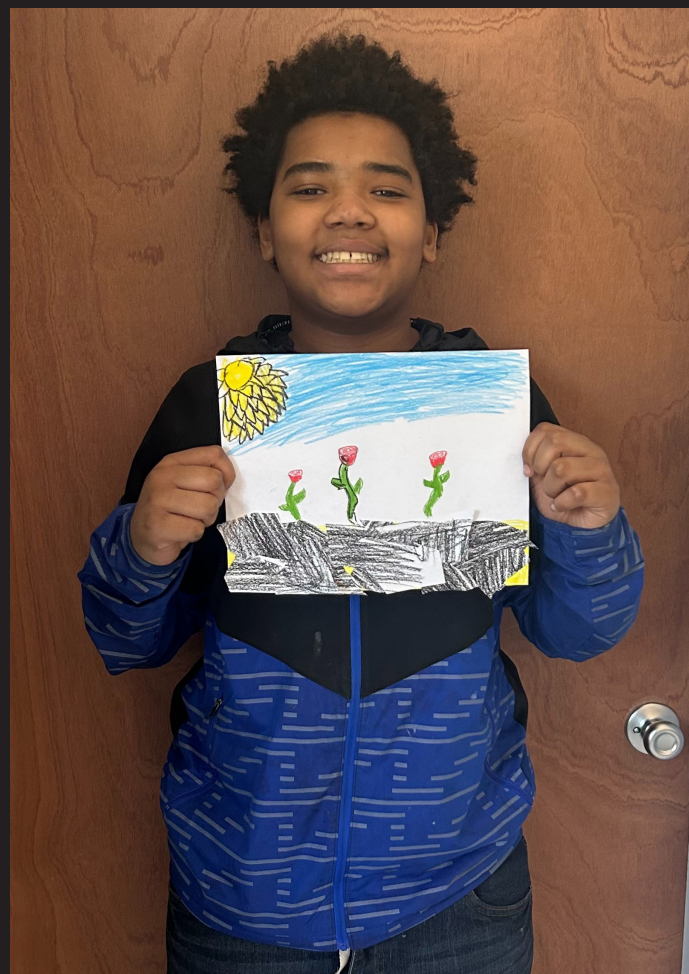
5/30. 6 th Grade trip to Cuttyhunk

5/31. OHS Field Day

LEARNING

FOR

LIFE



Southeastern Massachusetts
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

Table of Contents

04	Governance
05	Mission and Guiding Principles
06	Objectives
07	Progress
10	Revenue
12	Programs
15	Summary

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.

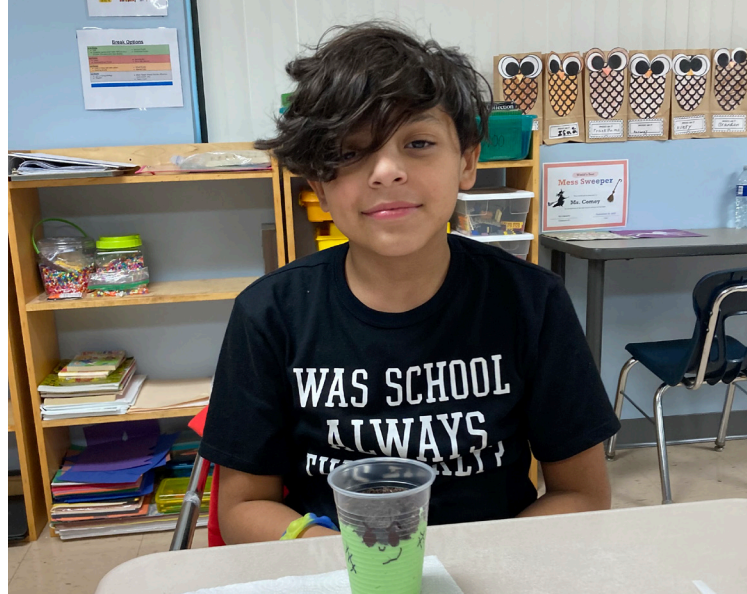
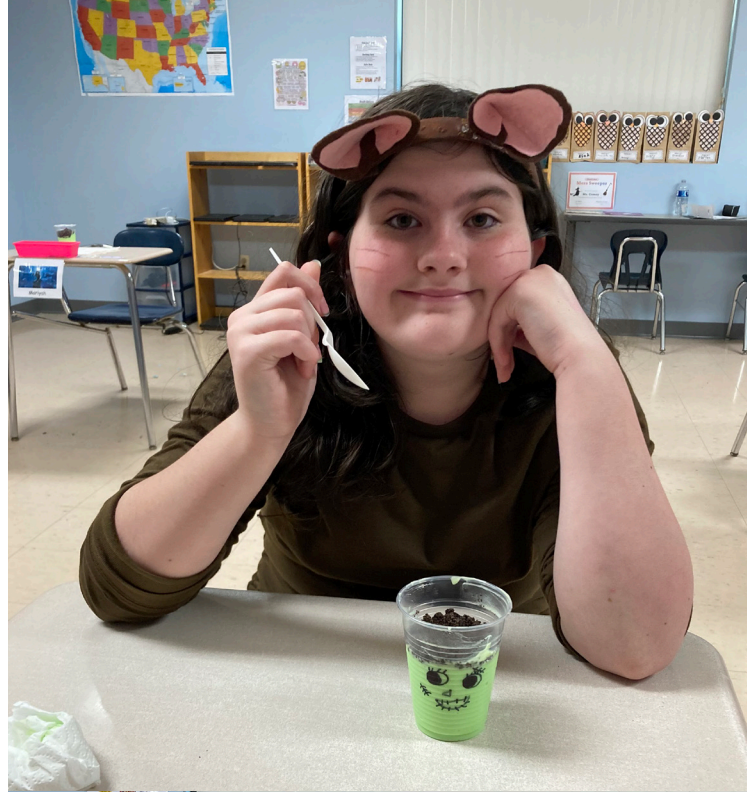


PROGRESS

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 re-licensure, 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 ever-changing 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.

FY23 General Statistics

Years in Service	47
Employees	215 ¹
Member Districts	10
Districts Served in 2022-2023	107 ²
Program Facility Sites	10
Students Served in SMEC School Programs and District Services in FY23	712 ³
Adult (Age 22+) Consumers Served FY23	149

FY23 Revenue

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

Adult Service Expenditures

FY23 Amount Expended on Services for Students/Consumers Age 22+	
SAIL Program (Expenses Funded by DDS/MCB Contracts)	\$1,954,041
ADH Program (Expenses Funded by Medicaid/MA Health and CACFP)	\$1,209,657
FY23 Total Adult Service Expenses	\$3,157,698

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

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 student⁹ 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 in-district 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.

⁷ 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.



SMEC
Learning for Life

Southeastern Massachusetts
Educational Collaborative

smecollaborative.org

MATTAPOISETT PUBLIC SCHOOLS
Mattapoisett, Massachusetts

TO: Town Clerk, Town of Mattapoisett, Massachusetts

DATE: January 29, 2024

SUBJECT: Meeting Notice

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

Wednesday, January 31, 2024 @ 6:30 p.m.

This meeting will be conducted in a hybrid format. School Committee and Administrators will have the option of meeting in person in the Cafeteria at Center School located at, 17 Barstow Street, Mattapoisett, MA 02739 or via zoom. Public is able to attend in person or via zoom.

If you need more information about this meeting, please feel free to call 508-758-2772 ext. 1956.

Respectfully submitted,

Melissa Wilcox
Executive Assistant to the Superintendent

MATTAPOISETT SCHOOL COMMITTEE MEETING

Mattapoisett, Massachusetts

REGULAR MEETING

Wednesday, January 31, 2024

ZOOM LINK:

Join Zoom Meeting

<https://oldrochester-org.zoom.us/j/96815845547?pwd=MIJtRVFXOVlPTWVHaUlEg3U2l1QT09>

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 Cafeteria at Center School located at, 17 Barstow Street, Mattapoisett, MA 02739 or via zoom. Public is able to attend in person or via zoom.

6:30 P.M.

MEETING TO ORDER

RECOGNITION PRESENTATION

- I. Approval of Minutes**
 - A. Minutes**
 - 1. Regular Meeting Minutes – December 7, 2023**
 - 2. Executive Session Minutes
 - 3. Budget Subcommittee Minutes
- 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**
- V. New Business**
 - A. Curriculum**
 - B. Business/Finance & Operations**
 - 1. Financial Report**
 - 2. Food Services Report**
 - 3. Facilities Report**
 - 4. Budget Transfers
 - C. Personnel**
- VI. Special Topic Report**
- CHAIRPERSON'S REPORT**
- CENTRAL OFFICE ADMINISTRATORS REPORT**
- PRINCIPAL'S REPORT**
- VII. Unfinished Business**
- VIII. School Committee**
 - A. Committee Reports**
 - 1. ORR District School Committee**
 - 2. SMEC**
 - 3. READS**
 - 4. Early Childhood Council**
 - 5. MASC**
 - 6. Mattapoisett Capital Planning**
 - 7. Tri-Town Education Foundation Fund**
 - 8. Policy Subcommittee**
 - 9. Budget Subcommittee**
 - 10. Equity Subcommittee**
 - B. School Committee Reorganization**
 - C. School Committee Goals**
- IX. Future Business**
 - A. Timeline**
 - B. Future Agenda Items**
- X. Open Comments**
- XI. Information Items**
- XII. Executive Session**

ADJOURNMENT