

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

School Committee Business Meeting

Monday, June 17, 2024

6:30PM

SC Packet Checklist: SC Business Meeting Agenda June 17, 2024
SC Business Meeting Agenda Notes June 17, 2024
SC Warrant June 17, 2024
SC Business Meeting Minutes May 20, 2024
SC Business Meeting Minutes June 3, 2024
Tiered Focus Monitoring Presentation
Revised School Committee Meeting Schedule 2024-2025

Newburyport Public Schools
School Committee Business Meeting
Monday, June 17, 2024

6:30 PM, Sr./Community Center, 331 High Street, Newburyport, MA 01950

The Mission of the Newburyport Public Schools, the port where tradition and innovation converge, is to ensure each student achieves intellectual and personal excellence and is equipped for life experiences through a system distinguished by students, staff, and community who: - practice kindness and perseverance - celebrate each unique individual - value creativity; experiential, rigorous educational opportunities; scholarly pursuits; and life-long learning - provide the nurturing environments for emotional, social, and physical growth - understand and embrace their role as global citizens.

Please note: The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The meeting will be televised locally live on Comcast Channel 9 & streamed via <https://ncmhub.org/share/channel-9/>.

Business Meeting Agenda

1. Call to Order
2. Public Comment
3. Special Recognition
- *** short recess (2-3 minutes) ***
4. *Consent Agenda (Warrant / minutes 5/20/2024 and 6/3/2024) – possible Vote
5. Student Representative Report
6. Integrated Arts Video Lab Update
7. DESE Coordinated Review Presentation
8. *Revise School Committee Meeting Schedule 2024-2025 – possible Vote
9. Subcommittee Updates
 - a. Finance Subcommittee – Brian Callahan
 - b. Policy Subcommittee – Juliet Walker
 - c. Communications – Andrew Boger
10. Superintendent’s Report
11. New Business

*Possible Vote

Adjournment

The School Committee reserves the right to call **executive session, as provided under Chapter 30A, Section 21(a)(2), of the General Laws to discuss strategy sessions in preparation for negotiations, collective bargaining and/or potential litigation.

Newburyport Public Schools
School Committee Business Meeting

Monday, June 17, 2024

6:30 PM @ Sr./Community Center, 331 High Street, Newburyport, MA 01950

AGENDA NOTES

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The meeting will be televised locally live on Comcast Channel 9 or stream via <https://ncmhub.org/share/channel-9/>.

Business Meeting Agenda

3. Special Recognition

*** short recess (2-3 minutes) ***

4. *Consent Agenda (Warrant and minutes 5/20/2024 and 6/3/2024) – possible Vote

5. Student Representative Report: *NHS student representative will provide the report.*

6. Integrated Arts Video Lab Update

Superintendent Sean Gallagher will provide an update on the architectural planning.

7. DESE Coordinated Review Presentation

Superintendent Sean Gallagher and Special Education Director Deb O'Connor will present a summary of the process and the findings of the special education program review, known as Tiered Focused Monitoring, conducted by the Department of Elementary and Secondary Education (DESE). This a comprehensive process including a district self-assessment, an on-site visit by DESE, and a final report.

8. *Revise School Committee Meeting Schedule 2024-2025 – possible Vote

The recommendation is to change the School Committee retreat from 8/5 to 8/19, and keep 8/5 as a regular business meeting.

9. Subcommittee Updates

- a. Finance Subcommittee – Brian Callahan
- b. Policy Subcommittee – Juliet Walker
- c. Communications – Andrew Boger

10. Superintendent's Report: *EL Breakfast and End of Year Activities*

11. New Business

Adjournment

*Possible Vote

- FYI: Upcoming Dates:**
- ✓ **Last Day Students Grades 1 thru 12:** June 18
 - ✓ **Molin Awards** – June 18 @ 1:00PM
 - ✓ **Superintendent's Advisory Council / CISL:** June 18 @ 6:30PM (NHS Library)
 - ✓ **Juneteenth Holiday - Buildings Closed** – June 19th
 - ✓ **Teachers Last Day** – June 20th

School
Committee
Warrant

WARRANT 8119

A-WARRANT

June 17, 2024

Warrant 8119	\$ 295,249.95
A-Warrant	\$ 27,592.71

TOTAL of Warrant **\$ 322,842.66**

NEWBURYPORT SCHOOL COMMITTEE BUSINESS MEETING
Senior/Community Center, 331 High Street, Newburyport, MA 01950

Monday, May 20, 2024

Present: Mayor Sean Reardon, Sarah Hall, Juliet Walker, Andrew Boger, Kathleen Shaw and Breanna Higgins

Absent: Brian Callahan

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Vice Chair Sarah Hall called the School Committee Business meeting of the Newburyport School Committee to order at 6:30 PM. Roll call found all members except Brian Callahan (absent) and Mayor Sean Reardon (late arrival). All those present stood for the Pledge of Allegiance.

Public Comment - none

Student Recognitions

The district's Performing Arts / Theatre / Music teachers were honored for their unwavering dedication and positive impact made to our students every day. Their tireless efforts and expertise brings the best out of our community, enriching the lives of all who experience their performances, Legally Blonde, Matilda, Seussical, as well as concerts and the Waterfront festival.

High School: Lisa Zaleski, Stephanie Phillips, Steve Cohen, Shannon Booth; Nock/Molin: Brian Nickerson, Kathleen Sheperd, Risa Annichiarico; and Bresnahan: Gardner Rulon-Miller

Introduction new Facilities Director

Superintendent Sean Gallagher introduced James McSweeney as the new Facilities Director.

CONSENT AGENDA

Warrants

Motion:

On a motion by Andy Boger and seconded by Sarah Hall it was

VOTED: to approve, receive and forward to the City Auditor for payment the following Warrant:

Warrant 8117	\$469,388.19
A-Warrant	\$ <u>15,572.34</u>
	\$484,960.53

Motion Passed

Brian Callahan absent

Minutes

Motion:

On a motion by Kathleen Shaw and seconded by Juliet Walker it was

VOTED: to accept the minutes of the May 6, 2024 School Committee Business meeting as presented.

Motion Passed

Brian Callahan absent

Student Representative Report

Lizzy Homer presented the student report which included the Bresnahan STEAM fair, 8th grade Philadelphia trip, and the NHS Investment Club's final presentation. (attached)

NHS Principal's Office Naming Inscription

The NEF is seeking the school committee's final approval to name the high school principal's office after Mary Elisabeth Larnard, the first female principal of NHS. Superintendent Sean Gallagher provided a summary of Mary's background and contributions to Newburyport.

Motion:

On a motion by Juliet Walker and seconded by Breanna Higgins it was

VOTED: to approve the naming of the high school principal's office as presented in accordance with Policy FF – Naming New Facilities.

Motion Passed

Brian Callahan absent

Newburyport Reps – Whittier School Committee Check-in

Mary DeLai reported that she recently attended the Whittier Advisory Board meeting. Whittier is offering a summer career program for those who are employed & underemployed. There were 310 graduating seniors, of which 108 are participating in the early college program with NECCO and 18 students were recognized by the state for the Seal Of Bi-Literacy. The Senior prom will be held at the Blue Ocean on May 28th.

Brett Murphy reported that graduation is scheduled for 7:30PM on May 30th. Whittier is working with NECCO to review the feasibility and obstacles for a possible building project. He reviewed the shop and employment post high school plans of six Newburyport seniors.

Student Handbooks

High School Principal Andy Wulf and Nock Middle School Principal Nick Markos presented revisions to the 2024-2025 student handbooks. Superintendent Sean Gallagher stated that revisions to the Molin and Bresnahan student handbooks would be available by early fall.

Motion:

On a motion by Juliet Walker and seconded by Mayor Sean Reardon it was

VOTED: to approve the recommended changes to the Nock and High School student handbooks consistent with Policy CHCA – Approval of Handbooks and Directives.

Motion Passed

Brian Callahan absent

2024-2025 School Choice Update

Superintendent Sean Gallagher reported that lotteries will be held in grades 4 and 5 due to volume of applications received. He recommended increasing the available slots in grades 6 from 15 to 20 slots, and opening three slots in grade 1.

Motion:

On a motion by Sarah Hall and seconded by Mayor Sean Reardon it was

VOTED: to increase the grade 6 school choice slots by 5 for a total of twenty seats in accordance to Policy JFBB – School Choice.

Motion Passed

Brian Callahan absent

Motion:

On a motion by Sarah Hall and seconded by Breanna Higgins it was

VOTED: to approve three slots for school choice in grade 1, in accordance with Policy JFBB – School Choice.

Motion Passed

Brian Callahan absent

SUBCOMMITTEE UPDATES

Finance Subcommittee

- Sarah Hall reviewed items discussed at the recent meeting. She also stated that the City vote on the FY25 budget will take place at 7PM on June 25th. An FY25 budget prep meeting will be held at 6PM on June 4th. Phil Littlehale provided a brief summary regarding the need to increase adult meal prices. He will send a communication to staff notifying them of the price increase.

Motion:

On a motion by Mayor Sean Reardon and seconded by Andrew Boger it was

VOTED: to increase the cost of the adult meal price to \$5.25 effective June 1, 2024.

Motion Passed

Brian Callahan absent

Policy Subcommittee

- Juliet Walker reviewed proposed changes to Policy EFD Meal Charges and Policy FF Naming New Facilities.

Fundraising Advisory Committee

- Findings will be presented at the June 3rd meeting.

CISL Subcommittee

- Superintendent Gallagher suggested the next meeting will be combined with the Superintendent's Advisory Council the second week of June.

Communications Subcommittee

- Andrew Boger stated the next meeting will be held May 23 at 6:00PM at the Nock.

Superintendent's Report

- MASC Day on the Hill: Both Superintendent Gallagher and Sarah Hall spoke of the various DESE updates, Legislative updates & bills, and speakers at this event.
- Hiring Update: The Superintendent plans to introduce new hires associated with the restructuring plan at the June 3rd school committee meeting. He will also make present his recommendation to hire for the Assistant Superintendent of Teaching and Learning position at the June 3rd meeting.

New Business

- Andy suggested a hiring process presentation at a future meeting.
- The August 5th retreat date will be reviewed.

ADJOURNMENT

Motion:

On a motion by Mayor Sean Reardon and seconded by Kathleen Shaw it was

VOTED: to adjourn the Business meeting of the Newburyport School Committee at 8:26 PM.

Motion Passed

Student Report for School Committee

May 20, 2024

Submitted by: Lizzy Homer
Location – Senior Center

Bresnahan News:

MCAS is Complete!

Congratulations to our 3rd graders and teachers for completing Math MCAS!! Thank you to Stacey Boucher, our tech integrator, and the whole 3rd grade team for making this a smooth and successful experience!

The Bresnahan STEAM Fair is this Thursday! This is an event for students in Grades 1-3 where students rotate through four consecutive exhibits over the course of one hour. Each exhibit covers one or more aspects of science, technology, engineering, art and math. We will even have a special visit from Code & Circuits Spot the Robot Dog! Thank you to our STEM teacher Kristin Spinney for organizing and for all of the local volunteers who are donating their time to bring us this special day.

We are excited to collaborate with NHS students Cassidy Bolcome and Lexi Hillger, who are working on their AP Environmental Science final and will be working with 4 of our Bresnahan classes to teach them about the endangered monarch butterflies.

Nock News:

Congratulations to all the great performances at the Waterfront Music Festival.

Our 8th grade students will travel to Philadelphia tomorrow morning and spend a few days in the city of brotherly love exploring the history of the American Revolution, some great museums and even catching a baseball game between the Phillies and the defending World Series Champions, the Texas Rangers. We wish them safe travels to and from.

NHS News:

the Sailbot Competition will take place June 2nd-7th at Camp Bauercrest in Amesbury. More information is available on the website <https://www.sailbot.org>

Last week Nora Geerlings, Sam Hartford, Declan Hocheiser, Riya Kaur, Rourke Lee, Sasha Leydon, and Michelle Seznec along with Dr. Abrams participated in a panel for Newburyport families. Originating from a review of school climate data, they partnered with Newburyport Youth Services to help all of us better understand the pressures of being a student.

The investment club conducted their final presentation of the year to their advisory board. Their investment portfolio has done well and they are making plans to monitor it across the summer. Thanks so much to the NEF and volunteer advisors for making this opportunity a reality. The depth of knowledge around fund analysis our students have gained is an invaluable skill.

As for athletics, every team is currently ranked high enough to make the state tournaments.

NEWBURYPORT SCHOOL COMMITTEE BUSINESS MEETING
Senior/Community Center, 331 High Street, Newburyport, MA 01950
Monday, June 3, 2024

Present: Sarah Hall, Juliet Walker, Brian Callahan, Breanna Higgins, Mayor Sean Reardon
Kathleen Shaw

Absent: Andrew Boger

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Vice Chair Sarah Hall called the School Committee Business Meeting of the Newburyport School Committee to order at 6:29 PM. Roll call found all members present, except Andrew Boger. All those present stood for the Pledge of Allegiance.

PUBLIC COMMENTS

Amanda Zeller – 6A Noble Street – Performing Arts
Art Carrier – 12 Partridge Street, Salisbury - Sustainability

STAFF RETIREMENT RECOGNITIONS

The following NHS retiring staff members were recognized by Superintendent Gallagher. Present were Mary Ahern, 37 years, Steve Bergholm, 22 years, Peter Hill, 24 years, Mary Lucci, 17 years, Aileen Maconi, 21 years and Pam Standley-Jamison, 27 years. Also recognized but unable to attend were Lisa Alexander, 19 years, Eriko Antos, 20 years, Beth Blynn, 30 years, Cynthia Klein, 25 years, Maureen Lyons-Taylor, 19 years and Susan Seabrook, 11 years.

NEW HIRE INTRODUCTIONS

Superintendent Gallagher gave a brief summary of the restructuring of the Special Education Department and introduced four current staff members who are assuming new roles as follows: Elise Comeau, Special Education Program Supervisor/Academic and Jeanna Guardino, Special Education Program Supervisor/Social Emotional Learning. Jessica Burke will assume the role of Team Facilitator for Molin and Nock and Amanda Drugan will be the new Team Facilitator for Newburyport High School.

CONSENT AGENDA

Warrants

Motion:

On a motion by Sarah Hall and seconded by Mayor Sean Reardon it was

VOTED: to approve, receive and forward to the City Auditor for payment the following Warrant:

Warrant 8118	\$398,870.25
Warrant 8118A	\$233,262.35
A-Warrant	<u>\$ 22,143.32</u>
	\$654,275.92 Total

Motion Passed

Absent: Brian Boger

STUDENT REPRESENTATIVE REPORT

NHS student, Elizabeth Homer, provided the student report that included news about the Bresnahan's STEM Expo, an appearance by Spot the robot dog and the gratitude garland event, as well as Molin's STEM Fair and the 5th grade spelling bee. The Nock track team results and student showcase, and the high school's SAILBOT competition were also discussed. (report attached).

GOPEN FELLOWSHIP PROJECT PRESENTATION

Sophie Korpics, who serves as the Co-Chair for the Newburyport Commission on Disabilities, presented via Zoom her research project that she has been working on for the past year. Her project is titled "Understanding Assistive Technology: Barriers to Access and How to Improve".

SUSTAINABILITY IN NEWBURYPORT SCHOOLS PRESENTATION

A slide presentation and discussion was facilitated by teachers Jen Groskin and Katara Harding and Nock students Sadie Aiello and Cameron Grelle.

RECOMMENDATION TO HIRE ASSISTANT SUPERINTENDENT OF TEACHING AND LEARNING

Superintendent Sean Gallagher spoke about the selection process. Starting with 40 applicants, three external and one internal candidate were selected to be interviewed. Lisa Furlong was the top selection of both rounds of interviews. Superintendent Gallagher spoke about Lisa's background and experience in education and made his recommendation for Lisa for the position.

Motion:

On a motion by Sarah Hall and seconded by Brian Callahan it was

VOTED: to approve the appointment of Lisa Furlong.

Motion Passed

Absent: Brian Boger

SUBCOMMITTEE UPDATES

Finance Subcommittee

- Brian Callahan reported no new updates.

Policy Subcommittee

- Brief discussion on the changes to Policies EFD and FF. Follow up items for the subcommittee – have not voted on the naming list. School Committee has asked the NEF for more parameters on how they make their decisions.

Motion:

On a motion by Juliet Walker and seconded by Breanna Higgins it was

VOTED: to approve the changes to policy EFD.

Motion Passed

Absent: Brian Boger

Motion:

On a motion by Juliet Walker and seconded by Brian Callahan it was

VOTED: to approve the changes to policy FF.

Motion Passed

Absent: Brian Boger

CISL

Superintendent Gallagher is meeting on 6/18 with CISL & the Superintendent's Advisory Council, and noted it would be great to bring both committees together.

Communications

Juliet Walker invited City Counselor Ed Cameron to discuss communication between the two councils and how they can find other ways for regular communication. Sara stated that Ed, as Chair of the General Government Committee, is looking to have three joint general meetings during the year to have more councilors involved prior to meeting with the Finance Committee.

Fundraising Advisory Committee

- Brian Callahan stated fundraising advisory concern – funding for sports related to families, Boosters, NEF and Athletics department. Several meetings were held with entities and hope to have recommendation to current practice.
- Juliet Walker noted that Brian was a great facilitator. Report summarized what was covered in individual meetings on how each group fundraises. Activities are consistent, not 501 3C but recommends they are. Newburyport PTO is a very organized and their organization is a 501 3C.
- Discussion about “Teacher Wish Lists” – PTO manages but does not contribute financially. Sub-committee feels more clarification is needed. NEF provides lots of information on their website.
- Athletic program – concerns about fees and fundraising. Number of policy recommendations coming regarding direct solicitations to parents, direct student fundraising, more regular auditing of student activity accounts.
- NEF naming opportunities – will send guidance to NEF
- PTO being clear how events are communicated to parents and families.
- Athlete/Parent Handbook – policies should be included in this handbook.
- Fundraising for Uniforms – discussions with Athletic Director. Inequity with uniforms – baseball vs. football vs. track. Athletic Director acknowledged inequity.

SUPERINTENDENT'S REPORT

Superintendent Gallagher reported a great senior week with the senior walk through the Bresnahan, Molin and Nock, as well as the car parade. He expressed his thanks to the NEF for class photo given to every graduate. The Pride Parade was a wonderful event for our school community. Education Vital Sign survey will be sent this week to students in grades 8 through 11 and their parents to determine qualitative and quantitative data to understand areas of excelling and needs improvement.

NEW BUSINESS

- Sarah Hall said she is looking to move the School Committee retreat from 8/5 to 8/19, but keep 8/5 as a business meeting. She will follow up with Joanne Yelle about the change.
- The City Council is meeting on 6/4 from 6:00 to 8:00 PM on the School budget.
- Breanna Higgins stated that she spoke with Superintendent Gallagher previously about the use of technology in our schools; she felt this is a downside especially for younger students. She asked Superintendent Gallagher to look at the scheduled times students have screen time as well as noting cell phones in Molin and Nock, more studies of impact on mental health, distractions in class, hallway. Brian Callahan noted that a few years back the committee made a policy not to have a policy and let the Principals have that discretion. Superintendent Gallagher said he would address this at the next Principal's meeting. Juliet Walker stated that the student body, as well as parents, need to be engaged in these discussions.

ADJOURNMENT

Motion:

On a motion by Sarah Hall and seconded by Brian Callahan it was

VOTED: to enter into Executive Session for the purpose of discussing possible litigation and/or legal matters, and will not reconvene in open session.
(8:50 PM)

Motion Passed

Absent: Andrew Boger

Roll Call Vote:

Mayor Sean Reardon	yes
Sarah Hall	yes
Andrew Boger	absent
Brian Callahan	yes
Breanna Higgins	yes
Kathleen Shaw	yes
Juliet Walker	yes

Submitted by: Lizzy Homer

Location – Senior Center

Bresnahan News:

STEM Expo -

Last week, the Bresnahan hosted the annual STEM Expo. We had 16 vendors from community members (including Portsmouth Naval Ship Yard, Code and Circuit, Microsoft, and many more!) and Spot the Robot Dog from Boston Dynamics made an appearance. It was a wonderful day of exploration, and most importantly, our students saw other adults (besides their teachers and parents) who cared about them and encouraged them to ask questions and think outside the box. A huge THANK YOU to Stem teacher Kristin Spinney for helping coordinate such a wonderful event.

Bresnahan Gratitude Garland -

On Friday, all 620 Bresnahan students assembled our second annual Gratitude Garland - and it almost wrapped around the entire school!

For the past several weeks, students have made links on the garland with handwritten notes expressing gratitude. This is a fantastic social emotional teaching opportunity for us all to realize the power we have to change our thoughts, which then impacts how we feel, which then impacts the choices we make and how we behave. It's a great tool to help get kids in a good heart and head space for learning.

With the help of parent Scott Ripley, we were able to capture this fun event with drone footage over the Bresnahan. If you have a moment, [please check out this video](#) of our special morning together.

Molin News:

The Molin stem fair is Friday, June 7 on the early release day. The Molin fifth grade spelling bee is this Thursday, June 6.

Our fifth grade students wrote books to read to the third graders at the Bresnahan.

Nock News:

Congratulations to our Track Team. We had two FIRST place finishers! Our Boys team finished 4th overall out of 32 teams. Our Girls were 16th out of 34 teams.

Medalists: Tyler Lisauskas won the high jump and was third in the 100 meter hurdles. Jackson Webber won the javelin. Judah Pilz finished 5th in the long jump. Noreen Fadil finished 7th in the 800 meters. Gabriella DePena placed 5th in the shot put. Margaux Dupuis finished 5th in the 100 meter hurdles. McKenna Felts finished 7th in the 400 meters. Our girls 4x400 team of Cameron Todd, Margaux Dupuis, McKenna Felts and Quinnlan Fenn. Congratulations on a great year and big shout out to Coach Webber, Coach LaRosa, Coach Roper and Coach Brosnan.

The Nock Student Showcase is scheduled for Thursday. Students are excited to present their achievements this year. Our 8th grade students will be presenting on a handful of powerful middle school learning experiences that they have had over the years at the Nock and tie one of those learning experiences to one of our the Portrait of a Graduate's Competencies.

NHS News:

We are hosting the SAILBOT Competition, led by Sarah Leadbeater, this week on Lake Attitash in Amesbury.

Last week our Ignite Peer Mentors ran activities for our incoming 9th graders at the Nock Middle School. These activities provided a space for 8th graders to ask questions about high school while also learning from the insight of their older peers.

Tomorrow our students will participate in the End of Year Awards Ceremony. This ceremony recognizes students' hard work across our curriculum. Additionally, the Junior Book Awards are acknowledged and the Student Council President, Tyler Chorebanian and Vice-President, Gregory D'Ambrosio, facilitate the ceremony.

Student poets Aibhne Martino, Calli Taffel, and Lucius Nelson performed at the Annual Youth At Risk Conference on May 22.



NEWBURYPORT
Public Schools

Tiered Focus Monitoring
DESE

Process

1	2	3	4	5
District training	District conducts self-assessment and reports to DESE	District works with DESE to prepare for on site visit	On site visit	Receive Report Corrective Action Plans as required by DESE

Self-Assessment Phase

- District/school reviews **special education and civil rights documentation** for required elements, including document uploads into DESE portal.
- District/school reviews a sample of **special education student records** selected across grade levels, disability categories and levels of need.
- Upon completion of these **two internal reviews**, the district/school's **self-assessment is submitted** to the Department for review.



On Site Verification

- **Review of student records for special education:** The Department selects a sample of student records from those the district reviewed as part of its self-assessment, as well as **records chosen by DESE** from the special education student roster. The onsite team conducts this review, using standard Department procedures, to determine whether procedural and programmatic requirements are being met.
- Review of additional **documents for special education or civil rights**.
- **Surveys of parents of students with disabilities:** Parents of students with disabilities are sent a survey to solicit information regarding their experiences with the district's implementation of special education programs, related services, and procedural requirements.



continued...

- **Interviews of staff** consistent with those criteria selected for onsite verification.
 - DESE interviews staff while in district. (i.e., teachers, related service providers, team facilitators, principals, SEPAC parent and administration)
- **Interviews of parent advisory council (PAC)** representatives and other telephone interviews, as requested, by other parents or members of the general public.
- **Observations of classrooms and other facilities:** The onsite team visits a sample of classrooms and school facilities used in the delivery of programs and services to determine general levels of compliance with program requirements.



Legal Standards and Compliance

33 State law standards / 30 Federal law standards are addressed

- Assessment and Evaluations
- Specific determination for learning disabilities
- Special Requirements for Autism
- Transition services
- Age of majority and transfer of rights
- IEP composition and attendance records
- Eligibility Determination
- Time lines
- Independent Evaluations
- Re-Evaluation timelines
- Progress reports and content
- Annual reviews, amendments
- Early Initiation of EI/transition process
- Related Services (i.e. SLP, OT, PT, counseling, psych) services, Orientation and Mobility, social worker, parent consultations
- IEP development and content
- Bullying and Harassment statements
- Extended Evaluations
- Least Restrictive placements
- Implementation and availability of IEP services
- Parental Consent
- Parental participation
- Communication in primary language of the home
- Assistive technology
- Specialized Materials and Equipment
- Out of district placements
- Special education in institutional settings
- Procedures for child find and evaluations in private settings
- Instructional groupings
- Age span requirements
- Program for three and four year olds
- Behavioral supports and interventions
- Equal opportunity to participate in educational and ancillary program (i.e. Vocational, non academic, transportation, health, & school sponsored opportunities)



Civil Rights Criteria

- Occupational and vocational opportunities
- Academic and counseling on general curricular
- Materials free from bias and stereotypes
- District Curriculum Accommodation Plan (DCAP)
- Early literacy screening
- Home hospital services
- Principal instructional support and coordination with special education services in all buildings



Draft Report

- **40 of 41 criteria were fully met** and there were **no identified issues of concern.**
- 6 instructional groupings at the high school exceeded the maximum grouping student to staff ratio for eligible students receiving services outside the general education class.
 - DESE required that the district create a Corrective Action Plan to ensure this does not happen in the future.



Corrective Action Plan

- Director of Student Services met with Principal Wulf, Director of Guidance and Special Education Coordinator.
- Academic support periods were adjusted and hand scheduled to ensure all classes will adhere to requirements in September.
- The Corrective Action Plan was developed to inform staff regarding regulations in the Orientation meeting in September.
- A shared Google Sheets was created to allow the Guidance Director and the Team Chair at the High School to monitor class size on a bi-weekly basis.



Example of the New Monitoring Document

School/Program: Special Education Class (Instructional Grouping) w/period	Teacher	Collaborative:	Completing Form:	# of Licensed Special Education Teachers	# of Paras	Justification for discrepancies
	Name	Frequency (3 x week, daily, etc):	# of Students			
AS Block A (HS),		2x69/3 day cycle				
AS Block B#1 (HS)		2x69/3 day cycle				
AS Block B#2 (HS)		2x69/3 day cycle				
AS Block C#1 (HS)		2x69/3 day cycle				
AS Block C#2 (HS)		2x69/3 day cycle				
AS Block D#1 (HS)		2x69/3 day cycle				
AS Block D#2 (HS)		2x69/3 day cycle				
AS Block E#1 (HS)		2x69/3 day cycle				
AS Block E#2 (HS)		2x69/3 day cycle				
AS Block F#1 (HS)		2x69/3 day cycle				
AS Block F#2 (HS)		2x69/3 day cycle				
AS Block G#1 (HS)		2x69/3 day cycle				
AS Block G#2 (HS)		2x69/3 day cycle				
Foundations Algebra (HS)		2x69/3 day cycle				
Foundations Geometry (HS)		2x69/3 day cycle				
IDC LS (HS)		2x69/3 day cycle				
IDC Math (HS)		2x69/3 day cycle				
IDC ELA (HS)		2x69/3 day cycle				
IDC AS (HS)		2x69/3 day cycle				
LB (HS)		2x69/3 day cycle				
LB AS (HS)		2x69/3 day cycle				
TLC Science (HS)		2x69/3 day cycle				
TLC ELA (HS)		2x69/3 day cycle				
TLC MATH (HS)		2x69/3 day cycle				
TLC AS (HS)		2x69/3 day cycle				
TLC Social Studies (HS)		2x69/3 day cycle				
TLC Work Experience (HS)		2x69/3 day cycle				

School Committee Meeting Schedule 2024 - 2025

Voted/Approved - May 6, 2024

Modify –
present revision at
June 17th meeting

NOTES:
School Committee meetings are held on the **1st** and **3rd Mondays** of each month at 6:30 PM at either the Sr./Community Ctr. or High School Library; (By city Charter, SC meetings shall not meet on the same day as a regular City Council meeting, except in case of an emergency.)
*Exceptions to the rule: *Tuesday, September 3 due to Labor Day; *Tuesday, January 21 due to MLK holiday, *Tuesday, February 25 and Tuesday, April 29 due to school vacation weeks, and not to conflict with City Council meetings.

DATE	TIME	INFO		DATE	TIME	INFO
August 5, 2024	6:30 PM	Business Meeting		Monday, January 6, 2025	6:30PM	Organizational / Business Meeting
August 19, 2024	4:00 - 8:00PM	Summer Retreat <i>NHS Library</i>		<i>Tuesday, January 21, 2025</i>	6:30 PM	Business Meeting
<i>Tuesday, Sept. 3, 2024</i>	6:30 PM	Business Meeting <i>NHS Library</i>		February 3, 2025	6:30 PM	Business Meeting <i>NHS Library</i>
September 16, 2024	6:30 PM	Business Meeting		<i>Tuesday, February 25, 2025</i>	6:30 PM	Business Meeting
October 7, 2024	6:30 PM	Business Meeting		March 3, 2025 <i>Public FY26 Preliminary Budget Presentations</i>	6:30 PM	Business Meeting
October 21, 2024	6:30 PM	Business Meeting <i>NHS Library</i>		March 17, 2025	6:30 PM	Business Meeting
November 4, 2024	6:30 PM	Business Meeting <i>NHS Library</i>		April 7, 2025	6:30 PM	<i>Public Hearing on Budget</i> Business Meeting
<i>*tba November date</i> 6:30 PM	City Council & School Committee Joint Meeting FY25 Budget <i>(location = Senior/Community Center)</i>			<i>Tuesday, April 29, 2025</i>	6:30 PM	Business Meeting
November 18, 2024	6:30 PM	Business Meeting <i>NHS Library</i>		May 5, 2025	6:30 PM	Business Meeting
December 2, 2024	6:30 PM	Business Meeting		May 19, 2025	6:30 PM	Business Meeting
December 16, 2024	6:30 PM	Business Meeting		June 2, 2025	6:30 PM	Business Meeting
				June 16, 2025	6:30 PM	Business Meeting

* Meeting dates, times and/or locations may be changed, added or deleted throughout the year.