



DATE POSTED:

Town Clerk Use Only

MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A § 20
Active Relative to certain COVID-19 measures adopted during the state of emergency

Marblehead School Committee

Name of Board or Committee

Address: Zoom Conference join via the web link or Dial in

Link: <https://us06web.zoom.us/j/5064503898>

Meeting ID: 506 450 3898

Dial in Phone # (415) 762-9988 with ID and follow prompts

Thursday	October	21st	2021	7:00pm
Day of Week	Month	Date	Year	Time

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

THIS AGENDA IS SUBJECT TO CHANGE

- I. Initial Business and Public Comment
 - a. Call to Order
 - b. Commendations
 - c. Student Representative-*Yasen Colon*
 - d. Public Comment

- II. Consent Action and Agenda Items
 - a. Minutes- 4/15/2021 and 4/29/2021 (Vote)

- III. Superintendent Report
 - a. Day 0 Update-High Principal Daniel Bauer
 - b. Planning for Success PFS Teaching and Learning Update-*Assistant Superintendent, Nan Murphy*
 - c. Kindergarten-3rd Grade Scheduling Committee Update-*Assistant Superintendent, Nan Murphy*
 - d. PreK Class Increase-*Director of Student Services, Paula Donnelly*
 - e. Superintendent District Updates
 - i. Substitute Pay Increase (Vote)

- IV. Finance and Organizational Support
 - a. Schedules (Vote)

- V. School Committee Communication and/or Discussion Items
 - a. Diversity, Equity and Inclusion DEI Mission Statement Presentation-Office of Teaching and Learning
 - b. Review of Policies
 - i. IJNDD Social Networking Policy for Staff
 - ii. IJOB Community Resource Persons/Speakers
 - iii. IJOC School Volunteers

- c. School Committee Goals and Evaluations Discussion
- d. New Business
- e. Correspondence

Motion and vote to meet in executive session pursuant to Massachusetts General Laws Chapter 30A section 21(a) purpose (3) to discuss strategy with respect to litigation, specifically, Boyd-Perry v. Marblehead Public Schools, et al. MCAD 21BEM01943/EEOC 16C-2022-00020, because an open session may have a detrimental effect on the litigating position of the Committee and the Chair so declares.

Executive Session

Meeting in Executive Session pursuant to Massachusetts General Laws Chapter 30A section 21(a) purpose (3) to discuss strategy with respect to litigation, specifically, Boyd-Perry v. Marblehead Public Schools, et al. MCAD 21BEM01943/EEOC 16C-2022-00020 with no intent to return to open session.

Chairperson Sarah Gold

Posted by Lisa Dimier

Date 10/19/2021

Grade 1 - 3 Schedule Update

Office of Teaching and Learning



Priorities that guided the development of the new schedule:

- ❖ Common Planning Time for Teachers
- ❖ WIN BLOCK - Response to Intervention
- ❖ Teaching with Fidelity - Concentrated blocks for ELA and Math
- ❖ Exposure to both Social Studies and Science standards at every grade level
- ❖ Aligned Staffing Support
- ❖ SEL and Culturally Responsive teaching and learning

Grade 1 - 3 Schedule Update

Office of Teaching and Learning



Committee sought feedback from Stakeholders

Strengths:

- *Common Planning Time
- *Consistency of daily schedule
- *Access to Support Staff
- *Aligned Approach to Services
- * Opportunities for principals to support teaching and learning
- * See potential of WIN block

Challenges:

- *Clarity of how to best use the WIN Block
- *Length of Allied Arts (55 minutes)
- * Limited Transition Time
- *Health Block
- * Time for Social Studies and Science

Grade 1 - 3 Schedule Update

Office of Teaching and Learning



Recommended Changes:

- ❖ **Health block will be eliminated** and become:
 - Glover: Additional rotating allied arts block (music, art, library, PE) * Starting Friday, 10/27
 - Brown: Additional PE per week * Starting Monday, 12/6

- ❖ An additional allied arts block will be added for each grade level ONCE a week in the morning to ensure one block of district developed common planning. *
This restores the 6th specialist block per week.

Grade 1 - 3 Schedule Update

Office of Teaching and Learning



Teaching the Massachusetts Frameworks

Morning Meeting: 15 Minutes

ELA: 90 Minutes

Math: 90 Minutes

Social Studies and Science: 45 Minutes

WIN BLOCK: 30 Minutes

Allied Arts: 45 Minutes

Amount of Instructional Minutes to Meet Massachusetts Frameworks = 315 or 5.25 hours

Next Steps



Planning for Success Update

Office of Teaching and Learning



Strategic Objective for Teaching and Learning

Fully align teaching and learning Prek -12, with our multi-tiered system of supports (MTSS) framework to ensure all students meet or exceed academic and Social Emotional learning expectations.

Timeline

September: Establish Working Group

Building Leaders - Teachers - Special Education - Student Support

October: Held first meeting - Reviewed and prioritized the development of strategic initiatives

Teaching & Learning

1. Fully align teaching & learning, Prek-12, with our multi-tiered system of supports (MTSS) framework to ensure all students meet or exceed academic & social-emotional learning expectations.



MARBLEHEAD
PUBLIC SCHOOLS

Director of Student Services
Paula Donnelly, EdD
9 Widger Road,
Marblehead, MA 01945
phone: 781.639.3140 x9
fax: 781.639.3149

To: Dr. John Buckey, Superintendent of Schools

From: Dr. Paula Donnelly, Interim Director of Student Services

Date: October 15, 2021

Re: Preschool Staff Increase request

The Department of Student Services has received a significant number of referrals for special education services for students ages 3-5 over the last several weeks. Based on information gathered from parents, current service providers, and available student information, we will need to open an additional preschool classroom at the Lucretia & Joseph Brown school. We anticipate needing a 1.0 FTE Special Education teacher and two (2) support staff. While not all evaluations have been completed, we project that these students will require a sub-separate, ABA-based classroom setting.

As you know, school districts are required by law to ensure that developmentally appropriate Early Childhood Special Education programs and services are available and to ensure that all children with disabilities receive a free and appropriate public education.

Assistant Superintendent Cresta and I have been in communication regarding this need. Thank you both for your continued help and support in providing services to some of our most vulnerable students.



MARBLEHEAD
PUBLIC SCHOOLS

Office of the Superintendent
Dr. John J. Buckey
9 Widger Road,
Marblehead, MA 01945
phone: 781.639.3140 x16
fax: 781.639.3149

Memo To: MPS School Committee
From: John J. Buckey
Re: Request to change substitute teacher daily pay rate **II-B-1, II-E-1**
Date: October 15, 2021

Currently, we pay a rate of \$80 a day for a substitute teacher. According to a recent survey of fourteen North Shore Districts, Marblehead was the thirteenth lowest. I am recommending we increase the amount we pay a substitute teacher to \$110. This would make Marblehead the highest of those surveyed. Assistant Superintendent for Finance and Operations, Michelle Cresta, estimates this rate change would realize an annual budget cost of approximately \$60,000. As we are already two months into the academic year, that amount would be prorated for FY22.

Almost every day we have internal staff covering for teachers who are absent. The ability to maintain asking our educators to do their jobs and cover for colleagues is not sustainable. This, too, has budgetary implications as certain classifications of staff receive additional compensation for this coverage.

In a fiercely competitive labor market in all sectors, I feel that making this change and at this time positions the District well to attract and/or retain a better pool of substitute teachers.



MARBLEHEAD
PUBLIC SCHOOLS

Business Office
9 Widgee Road,
Marblehead, MA 01945
phone: 781.639.3140
fax: 781.639.3149

MEMORANDUM

TO: Marblehead School Committee
FROM: Michelle Cresta
DATE: October 19, 2021
RE: Schedule of Bills for Approval

Included in this packet is the following Schedules of Bills for your consideration. The schedules and invoices have been uploaded to the shared drive and the required signatures have been obtained for each schedule.

Schedule	Amount
21406	\$ 304,814.63
21417	\$ 75,863.67
21424	\$ 29,760.44
21425	\$ 8,814.00
21432	\$ 141,727.81
21449	\$ 32,875.62
TOTAL	\$ 593,856.17

Suggested Motion:

Motion to approve the identified schedules of bills totaling \$593,856.17.

DEI statement

Marblehead Public Schools is committed to sustaining an inclusive environment that fosters belonging and acceptance. We apply an equitable, culturally relevant lens to students' social, emotional, physical, and academic development. MPS sees the power of diversity. We support proactive allies. We respect and affirm the unique identities of all people across dis/ability, ethnicity, gender identity/expression, language, nationality, sexuality, socioeconomic status, race, and religion. Through holistic practices, we cultivate awareness and agency to grow conscience-minded, empathetic citizens.

MPS is committed to an introspective process. We provide ongoing opportunities for learning, reflection, and sharing with all stakeholders.

SCHOOL VOLUNTEERS

It is the policy of the School Committee to encourage volunteer efforts in the schools. Parents/guardians, business representatives, senior citizens, and other community volunteers are recognized as important sources of support and expertise to enhance the instructional program and **serve as** vital communication links with the community. The volunteer program will be coordinated in cooperation with building administrators. ~~and may include background checks and the signing of confidentiality agreements as necessary.~~

It is a privilege, not a right, to volunteer. All volunteers will comply with the following:

- Volunteers are present to serve all students
- Volunteers shall abide by confidentiality principles and will not repeat information about students.
- Volunteers work under the supervision and authority of staff members.
- Staff members are responsible for managing a class and students.
- At no time will a volunteer engage in any form of discipline.
- Volunteers who observe and learn of anything that concerns them regarding a student-school matter will bring these concerns to the attention of the classroom teacher or school principal immediately.
- Volunteers will comply with CORI registration and background checks as well as school building sign-in, safety, and other required procedures.

CROSS REF.: [ADDA](#), Background Checks

Marblehead Public Schools Approved 10/18/18

COMMUNITY RESOURCE PERSONS/ SPEAKERS

Community ~~Human~~ resources are those individuals or groups who are invited into the schools to present supplementary information and ideas to the classroom course of study. These experiences afford students the opportunity to benefit from community viewpoints. Care should be taken in selecting these speakers so that they are individuals who respect diversity in thinking and varying views and who are not attempting to inappropriately influence points of view.

CROSS REF.: ADDA, Background Checks

SOURCE: MASC/Marblehead

Marblehead Public Schools Approved 10/18/18

POLICY ON SOCIAL MEDIA

The Superintendent and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to:

- 1) Improper fraternization with students using social media or other electronic means.
 - a. Teachers may not friend or follow current students on social media.
 - b. All electronic contacts with students should be through the district's computer and telephone system, except emergency situations.
 - c. Team, class, or student organization pages, accounts, or groups will be created only in conjunction with the coach or faculty advisor. All groups must include the appropriate administrator as a member. Access to the page will remain with the coach or faculty advisor.
 - d. All contact and messages by coaches and faculty advisors with team members shall be sent to all team members, except for messages concerning medical or academic privacy matters, in which case the messages will be copied to the appropriate administrator.
 - e. Teachers will not give out their private cell phone or home phone numbers without prior approval of the district.
 - f. Inappropriate contact via phone or electronic device is prohibited.
- 2) Inappropriateness of posting items with sexual content
- 3) Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol
- 4) Examples of inappropriate behavior from other districts, as behavior to avoid
- 5) Monitoring and penalties for improper use of district computers and technology
- 6) The possibility of penalties, including dismissal from employment, for failure to exercise good judgment in on-line conduct.

The Superintendent or designees will periodically conduct internet searches to see if teachers have posted inappropriate materials on-line. When inappropriate use of computers and websites is discovered, the School Principals and Superintendent will promptly bring that inappropriate use to the attention of the staff member and may consider and apply disciplinary action up to and including termination.

SOURCE: MASC October 2016

MARBLEHEAD PUBLIC SCHOOLS
SOCIAL NETWORKING POLICY FOR STAFF

1. ~~Acceptable Use Policy:~~

~~This policy is adopted in addition to, and not as a substitute for, the Marblehead Public Schools' ("MPS") Acceptable Use Policy, which governs use of the school district's technological resources. This policy applies to the use by MPS staff of social networking sites/social media, regardless of whether such use involves the district's technological resources or a staff member's personal resources. All activities, which are prohibited by the Acceptable Use Policy, are also prohibited by this policy, and those prohibitions are incorporated by reference herein.~~

2. ~~General Concerns~~

~~The Marblehead Public Schools recognize the proliferation of online conversation between staff members and students. However, due to the nature of social networking sites, there exists a risk, without care and planning, that the lines between one's professional life and personal life will be blurred. Our staff should always be mindful of how they present themselves to the world, online and otherwise.~~

~~Should a staff member engage in any electronic communication with students, the school district is concerned, and the staff member should be concerned, that such activities have the potential to undermine the staff member's authority to maintain discipline and to remain truly objective with his/her students. All activities in which a staff member uses social networking sites/social media must be undertaken in a way that minimizes this potential.~~

3. ~~Expectations of Staff~~

~~With these concerns in mind, this Social Networking Policy sets MPS's expectations for staff members' use of social networks/social media, including but not limited to, Facebook, Linked-in, Twitter, personal email accounts, text message features of cell phones, use of blogs, and other electronic or technologically based communication systems.~~

~~1. **Establishing a Social Network Account:** Before endeavoring to establish any social networking account, staff members should familiarize themselves with the features of any account they choose to use. Staff members must:~~

~~a. Take specific steps to "privatize" the information placed online.~~

~~b. Assume responsibility if any information deemed "private" becomes "public."~~

- ~~e. Be aware of the fact that any information shared privately with an individual could be re distributed without explicit consent~~
 - ~~d. Understand that the same principles, which are applied to face-to-face communication, should be applied to online conversation.~~
 - ~~e. Remember that nothing posted online is ever truly "private."~~
- ~~2. **Separating Professional and Personal Identity:** The school district expects staff members to maintain a clear separation between their professional and personal lives. MPS staff members are strongly discouraged from using personal social networking accounts to communicate with parents and/or students for school-related/education-related communications. If choosing to utilize social media for school related purposes, staff members must create separate "professional use only" social networking accounts for use with students and their parents/guardians. In practice, this means:~~
- ~~a. Establish a professional social network identity that is separate from a "personal" identity.~~
 - ~~b. Use a professional social network identity and account exclusively for communication with students on matters directly related to school/education matters. No school/education matters shall be the subject of communication on private social network accounts, unless the circumstances constitute an emergency involving the safety or welfare of another.~~
 - ~~c. The "friends" associated with such a professional social network account should only be members of the educational community, such as administrators, teachers, students, and parents/guardians of such students.~~
 - ~~d. Deny "friend" requests from individuals who do not fit into any of these categories.~~
- ~~3. **Student Privacy and Confidential Information:** Staff members will adhere at all times to student privacy rights and employee privacy rights to have their "education/student record", personal, personnel and medical information kept confidential. In practice, this means:~~
- ~~a. Information that is protected by law from disclosure to third parties will not be communicated online in a way that exposes such information to retrieval by those third parties.~~

- ~~b. Confidential student information may not be posted on the "wall," the "information" section, or through any part of that social network account that would be accessible to any other social network "friends" associated with that account.~~
 - ~~e. Private communication with a student through the educational social network account shall be conveyed only through the private email/message feature of the educational social network, so that only the student may view the message and respond to it.~~
- ~~4. **Archiving Communication:** Staff members should communicate with students and parents on school/educational matters only. In most instances, it is expected that staff members will use the district's email account for all school/education business keeping in mind that:~~
- ~~a. Use of one's personal email account to discuss school/education information with students and parents is prohibited unless the circumstances involve an emergency, as referred to in paragraph 2b, above.~~
 - ~~b. A staff member's use of his/her personal email account as opposed to an MPS account does not shield the information in such account from the provisions of the public records law or from discovery in litigation. It only prevents the archiving of such messages through the MPS automatic email archiving system, preventing staff members from taking advantage of the archiving system.~~
 - ~~c. Any document, whether in tangible or electronic form, which is created or received by a public employee in his or her capacity as such, is subject to retention and perhaps disclosure under the public records law.~~
 - ~~d. No matter what medium of communication a staff member selects, he/she must adhere to appropriate professional/student boundaries and document communications when appropriate. Staff members are a student's role model, not his or her "friend", and must act accordingly in the use of social networking sites/social media. All communications between a staff member and a student or his/her parents/guardians are subject to monitoring by the MPS.~~
 - ~~e. Staff members remain mandated reporters. If a staff member receives information from a student or from anyone else which indicates that the student at risk, is abused, is neglected or is being harmed, the staff member is required by law to report such neglect or harm to the Department of Children and Family Services. The staff member must report his/her concerns to the building principal or designee as soon as possible.~~

~~5. **Free Speech Expectations:** This policy is not intended to infringe upon a staff member's right to speak publicly on matters of public concern, or to communicate with fellow members of their union on workplace issues, so long as such communication adheres to the standards for protection established by the United States Supreme Court, including but not limited to appropriate time, place and manner restrictions and does not interfere with the performance of job duties or disrupt the MPS's ability to operate the school district and educate students.~~

~~a. Although a staff member may be communicating regarding MPS matters or general education/school matters using his/her personal social networking account, the staff member must keep in mind that readers may assume that he/she is speaking as an employee of the school district and not as a private citizen and should communicate to the recipient that the views expressed are the personal views of the staff member.~~

~~b. Such restrictions are intended to preserve student confidentiality, maintain the staff member's status as an educator who should command and receive the respect of students, and be able to maintain order and discipline in his/her classroom.~~

~~6. **Code of Conduct:** Any conduct, whether online or not, that violates this policy, that reflects poorly upon the MPS, or that consists of inappropriate behavior may expose a staff member to discipline up to and including discharge.~~

~~Disclaimer: References to various social networks are not included to limit application of this policy to use of just those sites or programs. Given the rapid pace of technological change it is not possible to identify all proprietary or commonly named or identified means of such communications.~~

Legal Ref: M.G.L. Chapter 71 Section 42:

~~A teacher with professional teacher status, pursuant to section forty-one, shall not be dismissed except for inefficiency, incompetency, incapacity, conduct unbecoming a teacher, insubordination or failure on the part of the teacher to satisfy teacher performance standards developed pursuant to section thirty-eight of this chapter or other just cause.~~

Approved 6/19/2014