DATE POSTED:

Town Clerk Use Only

2025 OCT 28

MEETING NOTICE

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

Marblehead School Committee

Name of Board or Committee

HYBRID MEETING
Address: Marblehead High School Library 2 Humphrey Street Marblehead MA 01945
OR
Zoom Conference: https://marbleheadschools-org.zoom.us/j/97886762817?pwd=5hT6kswajICtbJVaC2uYOn1pdiv7fE.1
Meeting ID: 978 8676 2817
Password: 610612
Dial in Phone +1 646 931 3860 US

Thursday	October	30	2025	6:00PM
Day of Week	Month	Date	Year	Time

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

I. Initial Business: Call to Order
   a. Pledge of Allegiance
   b. Commendations
   c. Public Comment
   d. Student Representative

II. District Updates – Supt. John Robidoux
   a. Superintendent Update
   b. District Financial Report
   c. MCAS Analysis Presentation

III. Consent Action and Agenda Items

   a. Schedule of Bills (vote)
   b. Meeting Minutes: (10/15/2025) (vote)
   c. Approval of Policy Updates (vote)

      CA: Administration Goals
      CB: School Superintendent
      CBI: Evaluation of the Superintendent
      CCB: Line and Staff Relations
      CHCA: Approval of Handbooks and Directives

IV. School Committee Communication and Discussion Items

a. Third Reading, IHAI-A: Middle School Pathway Exploration
b. Sandbox Donation (vote)
c. Making Ends Meet Foundation Donation (vote)
d. Draft of Meeting Minutes
e. Open Meeting Violation Complaint Response (vote)
f. Sub Committee & Liaison Updates
   Facilities Sub Committee Chair (vote)
g. Approval of Policy Revisions (vote)
   CHCA-E: Approval of Handbooks and Directives -- RESCIND
   CL: Administrative Reports -- RESCIND
   DJ: Purchasing -- REVISION
   DJA: Purchasing Authority -- REVISION
   DJE: Procurement Requirements -- REVISION
   JEB: Entrance Age – REVISION

V. Closing Business

a. New Business
b. Correspondence
   i. Food Pantry

VI. Motion and vote to meet in executive session for the following reasons:

Executive session pursuant to Chapter 30A, Section 21(a)(3), "Purpose 3", to discuss litigation, Marblehead School Committee and Marblehead Teachers Association, MUP-25-11555, as an open meeting may have a detrimental effect on the litigating position of the School Committee and the Chair so declares without intent to return to open session.

Executive session pursuant to Chapter 30A, Section 21(a)(2), Purpose (2) to conduct collective bargaining session with Marblehead Education Association, specifically to hear a Step Three grievance regarding the Lead Teacher Stipend, as an open meeting may have a detrimental effect on the litigating position of the School Committee and the Chair so declares without intent to return to open session.

Executive session pursuant to Chapter 30A, Section 21(a)(3), Purpose (3) to discuss strategy with respect to collective bargaining, specifically to deliberate regarding a response to the Step Three grievance regarding the Lead Teacher Stipend, as an open meeting may have a detrimental effect on the litigating position of the School Committee and the Chair so declares without intent to return to open session.

<u>Chair's Statement following roll call vote on the motion:</u>

Executive session pursuant to Chapter 30A, Section 21(a)(3), "Purpose 3", to discuss litigation, Marblehead School Committee and Marblehead Teachers Association, MUP-25-11555, as an open meeting may have a detrimental effect on the litigating position of the School Committee and the Chair so declares without intent to return to open session.

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VI. Executive Session

Adjournment

Hybrid Meeting Notice: Members of the public are welcome to attend this in-person at 2 Humphrey Street Marblehead MA 01945 or by the remote zoom connection provided. Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Al Williams
Posted by: Al Williams
Date: 10/28/25

Marblehead Public Schools

9 Widger Road
Marblehead, Massachusetts 01945
Phone: (781) 639-3140

John Robidoux
Superintendent of Schools

Julia Ferreira
Assistant Superintendent of Teaching & Learning

LisaMarie Ippolito
Assistant Superintendent of Student Services

Michael Pfifferling
Assistant Superintendent of Finance & Operations

MEMORANDUM

TO:	Marblehead School Committee
FROM:	Michael Pfifferling, Assistant Superintendent for Finance & Operations
DATE:	September 25, 2025
RE:	District Financial Report FY26

We have just completed the second payroll period for our 10-month staff.

All full-time annual salaries have been encumbered through a manual process. We have not encumbered the following General Fund salaries:

- Lead Teacher Stipends
- Custodial Overtime
- Unemployment Costs
- Contractual Lane Changes
- Athletic Salaries
    - Bus Drivers
    - Medical Salaries
    - Custodial Salaries
    - Police Duty
- Lunch / Recess Salaries
- 403B Match

Special Education Out of District expenditures are currently $688K over budget (including encumbrances), this is due to all tuition currently being charged to General Fund. We will be moving approximately $1.7M in Out of District tuition from the General Fund to the Circuit Breaker Fund. As a point of reference, we prepaid approximately $1M in FY25 funds towards FY26 tuition.

We will continue to monitor all budget lines monthly to identify positive or negative trends, but especially:

- Salary Lines
- Special Education Out of District Tuition and Transportation
- Utilities
- Legal Services

Attached is the line-by-line report for FY25 expenditures vs budget.

Respectfully submitted,

Marblehead Public Schools

9 Widger Road
Marblehead, Massachusetts 01945
Phone: (781) 639-3140

John Robidoux
Superintendent of Schools

Julia Ferreira
Assistant Superintendent of Teaching & Learning

LisaMarie Ippolito
Assistant Superintendent of Student Services

Michael Pfifferling
Assistant Superintendent of Finance & Operations

MEMORANDUM

TO: Marblehead School Committee
FROM: Michael Pfifferling, Assistant Superintendent of Finance and Operations
DATE: October 27, 2025
RE: Schedule of Bills for Approval

Included in this packet are the following Schedules of Bills for your consideration. The schedules and invoices have been uploaded to the shared drive.

Schedule	Amount
A26-14 – FS – CF	$197,408.07
A26-14 – DW – MSR	$78,577.00
A26-15 – DW – MSR	$139,206.81
A26-15 – FAC – LM	$10,295.59
A-26-15 – METCO – LM	$34,813.00
A-26-15 – SS – KG	$135,376.49
A26-16 – DW – MSR	$463,397.36
A26-16 – FAC – LM	$37,098.36
A26-16 – SS – KG	$142,610.73
Total	**$1,238,783.41**

Suggested Motion:

Motion to approve the identified schedules of bills totaling $1,238,783.41

DRAFT MINUTES

Marblehead School Committee
Chair: Al Williams
Meeting Date, Time & Location: Thursday, October 15th, 2025, 6pm, MHS Library, 2 Humphrey Street Marblehead MA 01945
SC Members Present: M. Clucas, J. Schaeffner, K. Schmeckpeper, A. Williams
SC Members Absent: H. Gwazda
Agenda: Link
Materials: Link
Meeting Recording: Link
Minutes Respectfully Submitted By: Henry Gwazda

Call to Order

- A. Williams called the meeting to order at (time)

Public Comment

- No public comment

Student Representative.

1. Athletic teams maintained winning records as fall season neared completion:
    a. Football 5-0, volleyball 11-2, golf 11-2, field hockey 7-5-2
    b. Boys soccer 8-3, girls soccer 9-1-2
    c. Girls cross country undefeated at 7-0, boys cross country 4-3
2. Recent activities and upcoming events:
    a. Mass General Hospital and MHS Risk Youth Assessment Surveys completed successfully
    b. Winter sports and Powderpuff registration opened; Powderpuff game vs. Swampscott scheduled November 22
    c. October 22: sophomores/juniors take PSAT, freshmen participate in service day, seniors visit colleges
    d. National Honor Society began online tutoring services for core classes and electives
    e. Rock the Arts night November 6 at Arts Association Cooper Mansion to fund MHS arts programs
    f. Performing arts department took field trip to Boston Symphony Hall and Boston Conservatory

Superintendent Update

1. Superintendent addressed hate in schools, emphasizing zero tolerance and calling for collaborative efforts from students, staff, and parents to report and address discrimination immediately
2. Committee meetings scheduled:
    - Health and wellness committee meeting October 23rd for required three-year wellness policy review
    - Anti-discrimination committee meeting next day to discuss administrator presentation and recent hate messages
    - Principals to present MCAS results at next school committee meeting in new individual format
3. Town-wide survey partnership with Board of Health and UMass promoted for residents 18+ through mid-November to inform community support services

Consent Action and Agenda Items

- Audio cut out for this section, so I could not transcribe the minutes.

School Committee Communication and Discussion Items

1. Policy BEDH (Public Comment at School Committee Meetings)
   Motion by K. Schmeckpeper, seconded by A. Williams to approve revisions removing obscenities as basis for terminating public comment per MASC recommendation. Motion passed 3-0, with votes in favor: K. Schmeckpeper, M. Clucas, A. Williams.
2. Policy BEH (Use of Electronic Messaging by School Committee Members)
   Motion by Kate Schmeckpeper, seconded by A. Williams to approve updates modernizing policy to reflect district email archiving system. Motion passed 3-0, with votes in favor: K. Schmeckpeper, M. Clucas, A. Williams.
3. Policy BID (School Committee Member Compensation and Expenses) and Policy BK Rescission: Motion by Kate Schmeckpeper, seconded by A. Williams to approve BID revisions removing inapplicable compensation language and prohibiting committee member employment by district. Motion passed 3-0, with votes in favor: K. Schmeckpeper, M. Clucas, A. Williams.
4. Motion by Kate Schmeckpeper seconded by M. Clucas to rescind policy BK (School Committee Memberships) as unnecessary per MASC recommendation. Motion passed 4- 0, with votes in favor: Kate Schmeckpeper, A. Williams, M. Clucas, J. Schaeffner.
5. Second reading of middle school pathway exploration policy outlining vocational school information sharing requirements and Essex Tech partnership completed.
6. Domestic Violence Proclamation
    a. Proclamation not submitted to chair in time for meeting folder inclusion
    b. Committee previously discussed domestic violence awareness in April but decided not to proceed with October proclamation at that time
    c. Local citizen had requested October domestic violence proclamation

d. Proclamation for Domestic Violence Awareness Month October 2025 read aloud
    i. Key statistics: 1 in 3 women and 1 in 10 men experience domestic violence in lifetime
    ii. Recognized organizations: HAWC, National Sexual Violence Resource Center, YMCA crisis centers
    iii. Marblehead Public Schools affirmed commitment to supporting survivors
e. Typographical errors noted in presented version; corrected version to be prepared for signing
f. Motion made by J. Schaeffner to approve proclamation. Motion seconded by A. Williams and passed 4-0, with votes in favor: M. Clucas, K. Schmeckpeper, A. Williams, J. Schaeffner

7. Superintendent Progress Versus Goals and Evaluation Process
    a. Evaluation Process and Timeline
        i. Chair noted progress report uploaded day before meeting (goals had 48-hour notice)
        ii. Committee agreed to proceed without full two-day notice requirement
        iii. Committee members will complete individual assessment forms by next meeting
        iv. Special meeting scheduled between October 30th-November 6th for composite evaluation
        v. Final evaluation presented and voted at regular business meeting
    b. Progress on Three Superintendent Goals
        i. Professional Practice Goal (moderate progress): Acknowledged goal too broad; ongoing staffing discussions with assistant superintendents on special education, ELL, and general education; surface-level PTO/PCO discussions occurred; no surveys generated due to survey fatigue concerns
        ii. District Improvement Goal: Strategic plan developed with six areas (curriculum/instruction, teacher quality, HR management, student support, leadership/governance, financial management); input from administration and principals; draft to committee by January for 2026-27 implementation
        iii. Student Learning Goal (significant progress): All principals incorporated grade-appropriate student voice initiatives; administrative learning walks confirmed successful implementation across buildings
8. School Committee Goals Discussion
    a. The committee had further discussions on the School Committee goals and whether they were appropriately aligned with the committee's purview.
    b. It was also suggested that the committee's goals should align with the district and superintendent goals, and possibly developing the committee goals in conjunction with the district goals.
    c. The committee agreed to work on the goals in a workshop setting.
9. Subcommittee Chair Appointments

a. Chair explained policy BD requires subcommittee chair appointments by committee chair subject to committee approval
    i. Most subcommittees had not yet met to discuss chair appointments
    ii. Chair preferred subcommittee members recommend chairs rather than unilateral appointments
    iii. Committee member noted discussing appointments outside open meeting would violate open meeting law
b. H. Gwazda had previously expressed interest in chairing communications subcommittee
c. Motions and votes:
    i. A motion was made by A. Williams and seconded by K. Schmeckpeper to appoint J. Schaeffner as chair of the budget subcommittee. The motion passed 4-0, with votes in favor: A. Williams, K. Schmeckpeper, J. Schaeffner, M. Clucas
    ii. A motion was made by A. Williams and seconded by J. Schaeffner to appoint K. Schmeckpeper as chair of the policy subcommittee. The motion passed 4-0, with votes in favor: A. Williams, K. Schmeckpeper, J. Schaeffner, M. Clucas
    iii. A motion was made by A. Williams and seconded by K. Schmeckpeper to appoint H. Gwazda as chair of the communications subcommittee. The motion passed 4-0, with votes in favor: A. Williams, K. Schmeckpeper, J. Schaeffner, M. Clucas
    iv. Committee agreed to confirm Gwazda's willingness to serve and address at October 30th meeting if he declines

New Business

1. Planning Board Update and Field Lighting Discussion
    a. Planning board approved field lighting at Piper Field for up to 80 nights per school year with PA system use 12 times annually; matter proceeds to Zoning Board of Appeals requiring legal counsel and school committee vote on application
    b. J. Schaeffner mentioned that neighbors expressed concerns, including student parking blocking driveways, litter, inappropriate language from adult leagues, and general disruption
    c. Superintendent met with neighbors to address concerns and discussed preventing outside containers at games
        i. Police consulted on game management and parking enforcement
        ii. Behavioral expectations needed for all groups using facility
    d. K. Schmeckpeper designated to represent school committee at zoning board meetings; planning board requires usage data and community relations update in one year
2. Open Meeting Law Complaint
    a. J. Schaeffner asked if the OML complaint was filed
    b. A. Williams questioned whether the chair was the right person to submit the complaint.
    c. J. Schaeffner offered to file the complaint.

Adjournment

- J. Schaeffner made a motion, with K. Schmeckpeper seconding, to enter executive session without intent to return to open meeting at time. The motion passed 4-0.

File: CA

ADMINISTRATION GOALS

The School Committee intends to employ qualified personnel to administer the school district efficiently and to require the Superintendent to organize the administration in a manner that will make clear the functions of each position and the relationships among them.

The Superintendent will establish clear lines of communication, both vertically and horizontally, and will form any staff councils or committees needed to provide for efficient conduct of school business. In order to engage in this process in an orderly and effective fashion, each individual and group will be given particular, clear-cut responsibilities. The Superintendent will establish channels so that the recommendations and decisions of each group can be heard and reviewed by the chief administrative officer concerned, and, where appropriate, by the Superintendent and School Committee.

The organization and administration of the schools will balance responsibility with commensurate authority, subject to the reserved legal powers of the School Committee. This means that a staff mem- ber, when assigned a responsibility or a position, will be given the authority to make the decisions necessary to perform the assigned tasks.

For the schools to operate effectively, each administrative officer will be responsible and accountable for making a plan of development for all staff assigned to their area of operation.

LEGAL REFS.: M.G.L. 71:41, 71:42
SOURCE: MASC/Marblehead

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SCHOOL SUPERINTENDENT

The Committee shall employ a Superintendent of Schools and fix their compensation. The Superintendent shall act in accordance with Mass. General Laws and shall perform such other duties consistent with this section as the Committee may determine. They shall also prepare such reports as may be required by the Department of Elementary and Secondary Education and shall submit materials for the Committee's annual report to the Select Board in sufficient time for printing in the annual report.

SOURCE: MASC Updated 2022

LEGAL REFS: M.G.L. 71:59, 72:3

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EVALUATION OF THE SUPERINTENDENT

Evaluation can serve the purpose of helping educators and educational leaders continually improve their practice.

Through evaluation of the Superintendent, the School Committee will strive to accomplish the following:

1. Ensure the efforts of the Superintendent are focused on district goals and the standards of professional practice established by state regulation are met by the Superintendent.
2. Ensure all Committee members and the Superintendent are in agreement and clear on the role of the Superintendent and the immediate priorities among their responsibilities.
3. Provide excellence in administrative leadership of the school district.
4. Develop a respectful and productive working relationship between the School Committee and Superintendent.

The School Committee and Superintendent will periodically develop a set of goals based on the needs of the school district and in keeping with state regulations for evaluation of the Superintendent. The Superintendent's performance will be reviewed in accordance with specified goals and standards, according to the evaluation cycle agreed upon with the Superintendent.

All School Committee discussion and deliberation related to the Superintendent's performance evaluation shall be conducted in open session in accordance with the Open Meeting Law.

SOURCE: MASC – Updated 2022

LEGAL REFS: M.G.L. 30A:18-25
603 CMR 35.00

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STAFF RELATIONS

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The School Committee expects the Superintendent to establish clear understandings on the part of all personnel of the working relationships in the school district.

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Personnel will be expected to refer matters requiring administrative action to the administrator to whom they are responsible. The administrator will refer such matters to the next higher administrative authority when necessary.

It is expected that the established lines of authority will serve most purposes, but all personnel will have the right to appeal any decision made by an administrative officer through established grievance procedures.

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Additionally, lines of authority do not restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school programs and services. The established lines of authority represent direction of authority and responsibility; when the staff is working together, the lines represent avenues for a two-way flow of ideas to improve the program and operations of the school district.

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SOURCE : Marblehead/MASC – Updated 2022

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APPROVAL OF HANDBOOKS AND DIRECTIVES

The Principal, in consultation with the school council, shall prepare and distribute to each student a handbook setting forth the rules pertaining to conduct of students. The school council shall review the handbook each spring to consider changes in the disciplinary policy to take effect at the beginning of the next school year.

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It is essential that the contents of all handbooks conform to School Committee policies. It is also important that all handbooks bearing the name of the school system or one of its schools be of a quality that reflects credit on the school department. Therefore, the Committee expects handbooks requiring approval to be approved prior to publication by the Committee and/or the Superintendent.

Committee approval will be necessary for any handbooks that pertain to required standards of conduct for employees or students so that their contents may be accorded the status of Committee-approved pol- icy or regulation. The Superintendent will use his/her judgment as to whether other specific handbooks need Committee approval; however, all handbooks published will be made available to the Committee for informational purposes.

SOURCE: Marblehead/MASC – Updated 2022

LEGAL REFS.: M.G.L. 71:37H

CROSS REF.: BGD, School Committee Review of Procedures

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PURCHASING

It shall be the responsibility of the Superintendent:

- To procure materials, supplies, equipment, and services at the lowest possible cost consistent with the quality necessary for the proper operation of the District, thereby attaining the maximum value for each public dollar spent;
- To maintain the District's reputation for fairness and integrity and to promote impartial and equal treatment to all who wish to conduct business within the District;
- To encourage a mutually cooperative relationship with requesting departments, recognizing that successful purchasing is a result of team planning and effort;
- To promote social and economic goals such as encouraging local, small, minority, and women-owned businesses to participate in bidding for District purchases.

The acquisition of materials, equipment and services will be centralized in the Superintendent's office of the school system.

The Superintendent will designate the District's purchasing agent. The agent will develop and administer the purchasing program for the schools in keeping with legal requirements and with the adopted school budget.

School purchases will be made only on official purchase orders approved for issuance by the appropriate unit head and signed by the Superintendent or designee, with such exceptions as may be made by the latter for emergency purchases.

LEGAL REFS.: M.G.L. 30B; 71:49A

SOURCE: MASC Updated 2023

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PURCHASING AUTHORITY

Authority for the purchase of materials, equipment, supplies, and services is extended to the Superintendent through cost-center appropriation as part of the District budget process.

The purchase of items and services within the cost-center appropriation requires no further Committee approval except when by law or Committee policy.

Contracts may be entered into for a period of up to three years. Contracts of longer duration may only be entered into by vote of a duly called town meeting.

LEGAL REF.: M.G.L. 30B

CROSS REF.: DJE, Bidding Requirements

SOURCE: Marblehead/MASC 2023

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PROCUREMENT REQUIREMENTS

All purchases of materials and equipment and all contracts for construction or maintenance will conform to the requirements of law. Any contract between the District and a vendor is subject to procurement requirements, whether the District or another entity completes the purchase.

To foster greater efficiency, the District will enter into state and local intergovernmental agreements where appropriate for procurement or use of common or shared services.

For any supply or service over $100,000, bids will be advertised appropriately. Suppliers will be invited to have their names placed on distribution lists to receive invitations to bid. When specifications are prepared, they will be distributed to all merchants and firms who have indicated an interest in bidding.

All bids will be submitted in sealed envelopes, addressed to the Superintendent and plainly marked with the name of the bid and the time of the bid opening. Bids will be opened in public at the time specified, and all bidders will be invited to be present.

Any bid may be withdrawn prior to the scheduled time for the opening of the bids. Any bid received after the time and date specified will not be considered. All bids will remain firm for a period of 30 days after opening.

The contract will be awarded to the responsive and responsible bidder offering the lowest price for the supplies/services specified in the Invitation to Bid. The bidder to whom an award is made may be required to enter into a written contract with the school district.

The Chief Purchasing Officer may, if it would best serve district interest, use a Request for Proposals, instead of the above process.

A procurement for a supply or service in the amount of $10,000 or greater but not more than $100,000 shall be awarded to the responsible party offering the needed quantity or supply among three written quotations sought and retained by the procurement officer.

A procurement in the amount of $10,000 or less shall be obtained through the exercise of sound business practices.

SOURCE: MASC Updated 2023

LEGAL REF.: M.G.L. 7:22A; 7:22B; 30:39M 30B

CROSS REF.: DJA, Purchasing Authority

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ENTRANCE AGE

In an attempt to permit children to enter school at the time most appropriate for them individually, the School Committee establishes the following policy on entrance age:

1. Children who will be five years of age prior September 1st of the school year during which they wish to enroll will be eligible to enter kindergarten for that school year.

   The admission of children whose birthdays fall after September 1st will be solely at the discretion of school administration.

2. Initial admission of children to the first grade (or other grades) will involve a consideration of both chronological age and the readiness of the children to do the work of those grades.

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LEGAL REFS.: M.G.L. 15:1G
603 CMR 8.00

Marblehead Public Schools

9 Widger Road
Marblehead, Massachusetts 01945
Phone: (781) 639-3140

John Robidoux
Superintendent of Schools

Julia Ferreira
Asst. Superintendent of Teaching & Learning

LisaMarie Ippolito
Asst. Superintendent of Student Services

Michael Pfifferling
Asst. Superintendent of Finance & Operations

MEMORANDUM

TO: School Committee
John Robidoux, Superintendent of Schools

FROM: Kristin Morello, Assistant Business Manager

DATE: 10/8/2025

RE: Vote to Accept Donation

We are requesting a vote to accept the following donation to the **Marblehead Public Schools METCO Donation Fund**.

1. Cash donation in the amount of **$500.00** from **Making Ends Meet Foundation, INC.**

This donation was provided as a gift to supply snacks for the students and faculty associated with the METCO program.

Dear Marblehead Families,

SNAP benefits (formerly known as food stamps) may not be distributed in November due to the federal shutdown. While it's uncertain whether the shutdown will continue, this could create a sudden gap for families who rely on SNAP for food.

Local food pantries are aware and preparing, but resources are limited—especially with Thanksgiving approaching. These community resources may be helpful whether or not the shutdown affects November benefits.

If you are able to help:

There are many ways to get involved through the local organizations listed below. The best way to provide **immediate support** is by donating to the Marblehead Food Pantry and sharing this information in your community.

The Marblehead Food Pantry serves more than 100 registered families and expects this number to grow in the coming weeks. Community support can make a real difference.

To learn more about how to donate food or money, click this link:
https://marbleheadfoodpantry.org/#donations

Marblehead is a caring community. By working together, we can ensure that every family has access to what they need during this uncertain time.

If you need support, here are available resources in the community:

Marblehead Food Pantry

marbleheadfoodpantry.org
Hours: Tuesdays 9 am–12 pm, Thursdays 5 pm–7 pm
Location: Star of the Sea Parish Center, 80 Atlantic Avenue, Marblehead
Other information:

- Open to Marblehead residents with photo ID and proof of residency (e.g., a bill)
- No income verification or detailed questions required
- Marblehead residents may visit once per week
- Salem Mobile Pantry visit: November 4, 9 am–11 am
- Thanksgiving distribution: November 22, 9 am–12 pm for registered clients of the Marblehead Food Pantry. **The deadline to sign up for Thanksgiving is October 30th. Registration is in person during distribution hours.**

Salem Pantry (The Market)
thesalempantry.org/the-market
Hours: Open five days a week; families may visit once per week. See specific hours here: https://thesalempantry.org/events/category/fall-hours/
Location: 47 Leavitt Street, Salem
Other information: Families can preregister online, or at first visit

Marblehead Little Free Pantry
littlefreepantrymhd.weebly.com
Hours: Open-access pantry available anytime
Location: Marblehead Community Charter Public School, 17 Lime Street, Marblehead
Other information: Shelf-stable items available anytime, no registration needed.

Family Table (Temple Sinai)
templesinaiweb.org/social-action/food-pantry
Hours: Varies; food pantry and delivery program
Location: Marblehead (Temple Sinai)
Other information: Program serves local families; learn how to become a client through this website:
https://www.jfcsboston.org/our-services/center-for-basic-needs-assistance/family-table-food-pantry/become-a-family-table-client

Additional Community Supports

Making Ends Meet
https://www.makingendsmeetmhead.org/
Provides emergency financial assistance and material support

Marblehead Female Humane Society
https://marbleheadfemalehumanesociety.com/referrals/
Provides emergency financial assistance and material support

The Marblehead Counseling Center
https://www.marbleheadcounseling.org/services/social-services/
They can help connect you with community support organizations.
You can call them at **781-631-8273**

Local faith-based organizations may also be able to provide emergency support.

Need help navigating resources?
Please contact your child's school counselor for guidance.

October, 28th, 2025

BROWN SCHOOOL
PRE K SANDBOX

Prepared for:

Marblehead School Committee

Al Williams - Chairperson

Williams.al@marbleheadschools.org

SUMMARY

This proposal is for the Brown School Pre K playground and a donation for a sandbox instillation. The donation is being gifted to the Brown School by James J. Welch & Co., Inc, 27 Congress St Salem MA. The preschool teachers lead by Mrs. Connolly, Brown School Principal Mary Maxfield and Director of Facilities Todd Bloodgood are all aware and in support of this donation and build for the children.

PROBLEM STATEMENT

The playground at Brown school for the pre k students does not have a sandbox for the children to play, learn, and enjoy. Children thrive when all their senses are activated through play, and many children enjoy play through building, moving, and interacting with their peers.

SOLUTION

Through the generous donation of James J. Welch & Co., Inc to pay, build, and complete this project the children will be given the opportunity to not only learn, but play, develop social skills, and allowing all children of different sensory needs to enjoy their open play outside.

TIMELINE & SIZE

The timeline for instillation would be: 1-2 weeks.
Ideally starting 11/10 as the children have no school:
11/10, 11/11, and a half day 12/12.
The size of this sandbox would be: 12 feet by 8 feet with covering.
All materials used would be supplied by James J. Welch & Co., In.

Prepared by:

Cara Bednar – Room Parent

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Marblehead, MA 01945

		FINANCIAL SUMMARY James J. Welch & Co.,Inc. has offered to cover the entire cost of the sandbox build, instillation and completion of the project. The estimated cost of this project total is: $5,000. This would include the labor, materials, sand and cover.