DATE POSTED:
Town Clerk Use Only
2026 JAN 27 PM 1:16

AMENDED AGENDA

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

Address: Marblehead High School Library 2 Humphrey Street Marblehead MA 01945
OR
Zoom: 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	January	29	2026	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)

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

III. Consent Action and Agenda Items (vote)
   a. Schedule of Bills
   b. Meeting Minutes: (1/15/2026)
   c. Policy Updates:
      i. GBGF: Family and Medical Leave -- REVISION
      ii. GCBC: Professional Staff Supplementary Pay Plans -- REVISION
      iii. GCE: Professional Staff Recruiting/Posting of Vacancies -- REVISION
      iv. GCG: Part-Time and Substitute Professional Staff Employment -- REVISION
      v. GCIA: Philosophy of Staff Development -- REVISION
      vi. GCK: Professional Staff Assignments and Transfers -- REVISION

vii. GCQD: Resignation of Professional Staff Members -- RESCIND
viii. GCQE: Retirement of Professional Staff Members -- RESCIND
ix. GDB: Support Staff Contracts and Compensation Plans -- REVISION
x. GDQC: Retirement of Support Staff Members -- RESCIND
xi. GDQD: Suspension and Dismissal of Support Staff Members -- RESCIND

IV. School Committee Communication and Discussion Items

a. 2026-2027 School Calendar (vote)
b. High School Program of Studies (vote)
c. DECA School Trip (vote)
d. Policy Updates
   i. IHAI-A: Middle School Pathway Exploration Policy -- REVISION (vote)
   ii. ADF: School District Wellness Program -- REVISION (vote)
   iii. GA: Personnel Policies Goals -- RESCIND (vote)
   iv. GBA: Equal Employment Opportunity -- REVISION (vote)
   v. GBEA: Staff Ethics/Conflict of Interest -- REVISION (vote)
   vi. GBEB: Staff Conduct -- REVISION (vote)
   vii. GBEBC: Gifts to and Solicitations by Staff -- REVISION (vote)
   viii. GBGB: Staff Personal Security and Safety -- REVISION (vote)
   ix. GBI: Staff Participation in Political Activities -- REVISION (vote)
   x. GCA: Professional Staff Positions -- REVISION (vote)
   xi. GCBA: Professional Staff Salary Schedules -- REVISION (vote)
   xii. GCBB: Employment of Principals -- REVISION (vote)
   xiii. GCF: Professional Staff Hiring -- REVISION (vote)
e. Sub Committee & Liaison Updates

V. Closing Business

a. Correspondence

VI. Motion and vote to meet in executive session for the following reason: (01/27/2026)

Executive session pursuant to Chapter 30A, Section 21(a)(3), "Purpose 3", to discuss strategy with respect to potential litigation (J. Buckey), 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>

We will enter into Executive session pursuant to Chapter 30A, Section 21(a)(3), "Purpose 3", to discuss strategy with respect to potential litigation (J. Buckey), 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.

VII. Executive Session (01/27/2026)

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: 1/27/26

DATE POSTED:

Town Clerk Use Only

2026 JAN 27 AM 9: 35

MEETING NOTICE

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Marblehead School Committee

Name of Board or Committee

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
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THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Al Williams
Posted by: Al Williams
Date: 1/26/26

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: January 27, 2026
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
A26-24-DW-MSR	$182,305.90
A26-24-FAC-LM	$12,841.56
A26-25-FAC-LM	$20,761.05
A26-26-FAC-LM	$18,539.90
A26-27-DW-MSR	$247,742.88
A26-27-FAC-LM	$47,770.05
A26-27-SS-KG	$460,545.02
A26-28-DW-MSR	$115,995.22
A26-28-FS-CF	$28,483.25
A26-28-29-FS-CF-1	$21,840.97
A26-28-29-FS-CF-2	$1,877.50
A26-29-SS-KG	$320,448.87
Total	**$1,479,152.17**

Suggested Motion:

Motion to approve the identified schedules of bills totaling $1,479,152.17

DRAFT MINUTES

Marblehead School Committee
Chair: K. Schmeckpeper
Meeting Date, Time & Location: Thursday, January 15th, 2026, 6pm, MHS Library, 2 Humphrey Street Marblehead MA 01945
SC Members Present: K. Schmeckpeper, M. Clucas, J. Schaeffner, H. Gwazda
SC Members Absent: A. Williams
Agenda and Materials: Link
Meeting Recording: Link
Minutes Respectfully Submitted By: Henry Gwazda

Opening Remarks and Commendations (00:01:00–00:05:00)

a. Commendation honoring Mr. Robert Sanford, Holocaust survivor by J. Schaeffner

- Shared testimony with students at Marblehead Veterans Middle School and Marblehead High School during period of anti-Semitic incidents
- Moment of silence observed in his memory

Public Comment (00:05:00–00:10:00)

a. Sarah Fox, Beach Street, spoke regarding Brigitte Karns grievance.

- Criticized committee's vote against supporting the grievance, calling it retaliatory against someone who stood up against antisemitism
- Argued union contract clearly states number of staff for lead teacher positions with no language for split stipends or shared positions
- Urged a majority member to motion to revoke the decision under Robert's Rules of Order

b. Linda Valenville, former district employee, addressed the committee regarding a time capsule.

- Noted a time capsule buried at Clifton School in 1976 is due to be opened for the 250th anniversary
- Requested committee ensure excavation before any demolition occurs

Student Representative and Superintendent Updates (00:10:00–00:28:00)

a. Student Representative Will submitted written update read by Chair.

- Second quarter ends late January; junior seminars began for college/career planning
- DECA competed at Doubletree in Danvers; performing arts departing for NYC trip January 16th
- Winter sports records: boys basketball 5-3, girls basketball 5-3, boys indoor track 3-0, girls indoor track 2-1, boys hockey 0-8-1, girls hockey 3-6-1, gymnastics 1-1, swimming 2-0, wrestling 2-6

b. Superintendent John Robidoux provided financial and calendar updates.

- Staff reductions and operational efficiencies being developed to meet town's level-funded budget directive; higher classroom numbers and reduced resources will impact students
- 2026-27 school calendar discussions ongoing regarding starting before Labor Day; calendar to be proposed for approval at next meeting

c. Community events and District Improvement Plan updates announced.

- Community action meeting on antisemitism January 13th; MLK Community Breakfast January 19th; Holocaust Remembrance Day event January 20th; webinar on responding to swastikas in schools January 22nd
- District Improvement Plan update underway with administrative feedback received; staff and parent input to follow; principals aligning school improvement plans with proposed goals

d. Recognitions shared.

- Marblehead High School named to 2025 AP School Honor Roll Platinum Level; DECA students qualified for state conference; Yefi Chen placed first in Dramatic Interpretation

Financial Update and Essex Tech Enrollment (00:28:00–00:38:00)

a. Superintendent John Robidoux provided update on Essex Tech enrollment and lottery system.

- Essex Tech serves 17 communities; now uses lottery system due to regulations prohibiting consideration of grades, recommendations, or disciplinary records
- Essex Tech proposed minimum 10-seat allocation for Marblehead based on three-year average; larger districts proposed percentage-based allocation increasing Marblehead's minimum from 10 to 33 students

b. Financial implications discussed.

- Current Marblehead applicants: 33 (class of 2028), 29 (class of 2029), 28 (class of 2030)
- Chapter 70 funding follows students to Essex Tech; potential cost could reach half a million dollars depending on allocation method
- Superintendent preferred three-year average method; planned continued discussions with Essex Tech leadership

Consent Agenda and Town Meeting Warrant Articles (00:38:00–01:03:00)

a. December 18, 2025 draft minutes approved with correction.

- Correction: "negative 3.8% change from 2019 to present" changed to "3.8% average annual" change in enrollment update section.
- Motion by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0, with votes in favor: Kate Schmeckpeper, Henry Gwazda, Jennifer Schaeffner, Melissa Clucas.

b. Revolving fund reauthorization articles approved (all passed 4–0, with votes in favor: Kate Schmeckpeper, Henry Gwazda, Jennifer Schaeffner, Melissa Clucas).

- Special Education ($200,000): Motion by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0.
- Transportation ($15,000): Motion by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0.
- Athletic User Fees ($550,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.
- MHS Activity Fees ($200,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.
- Veterans MS Activity Fees ($50,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.
- Village Elementary Activity Fees ($50,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.
- General Education Tuition ($200,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.
- Kindergarten/Pre-K ($1,100,000): Motion by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0.
- Athletics ($30,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.
- Special Education Circuit Breaker ($2,100,000): Motion by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0.
- Facility Rental ($125,000): Motion by Henry Gwazda, seconded by Jennifer Schaeffner. Passed 4–0.

c. Capital/technology placeholder articles and supplemental appropriation.

- School Building Capital Needs: Motion by Jennifer Schaeffner, seconded by Henry Gwazda. Passed 4–0.
- School Buildings Technology Needs: Motion by Jennifer Schaeffner, seconded by Henry Gwazda. Passed 4–0.
- School Department Capital Needs tabled pending clarification from Michael Pfifferling; motion to table by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0.
- School Department Supplemental Appropriation: Motion by Henry Gwazda, seconded by Melissa Clucas. Passed 4–0.

User Fees and Tuition Proposal (01:03:00–01:16:00)

a. Superintendent John Robidoux presented 2026-27 user fees and tuition with 3% increase.

- HS athletic fees: 1st season $555, 2nd $505, 3rd $445; MS: 1st $270, 2nd $215, 3rd $165
- Non-athletics: HS clubs $300, elementary activities $300; annual max increased to $2,125
- Pre-K half day $5,150, full day $7,210; full-day kindergarten $4,420; transportation (K-6 <2 mi) $260

b. Fee waivers available for families meeting USDA income eligibility or directly certified through virtual gateway; no students turned away for inability to pay.

c. Committee member Melissa Clucas raised concern that fees are high compared to surrounding towns and charging for kindergarten is a moral issue.

d. A motion was made by Henry Gwazda and seconded by Melissa Clucas to approve the 2026-27 user fees and tuition as outlined.

- The motion passed 3–1, with votes in favor: Henry Gwazda, Kate Schmeckpeper, Jennifer Schaeffner; and vote against: Melissa Clucas.

e. A motion was made by Melissa Clucas and seconded by Henry Gwazda to place the School Department Capital Needs article on the warrant.

- The motion passed 4–0, with votes in favor: Kate Schmeckpeper, Henry Gwazda, Jennifer Schaeffner, Melissa Clucas.

Budget Subcommittee Update and Meeting Planning (01:16:00–01:32:00)

a. Meeting rescheduled; grievance decision reported.

- January 29, 2026 meeting moved to 7:00 PM start due to Brown School STEAM Fair conflict.
- Henry Gwazda reported school committee voted to deny step three grievance on December 18th; Kate Schmeckpeper recused from deliberations and vote.

b. Superintendent John Robidoux reported natural gas contract renewal.

- New three-year Eversource contract at $7.10/decatherm (down from $8.54), approximately $49,000 annual savings.

c. Budget Subcommittee update on FY27 budget process.

- Level-funded budget of $49 million required; projected expenses exceed by approximately $1.7 million.
- Efficiencies of approximately $900,000 identified (unfilled vacancies, 1.75 ELL positions eliminated), leaving approximately $879,000 gap.
- Subcommittee meets January 20th; budget presentation February 5th with public hearing to follow.

d. Eveleth School shared use discussion.

- Recreation and Parks exploring feasibility of joint project; feasibility study may require funding.

e. A motion was made by Melissa Clucas and seconded by Jennifer Schaeffner to adjourn.

- The motion passed 4–0, with votes in favor: Kate Schmeckpeper, Henry Gwazda, Jennifer Schaeffner, Melissa Clucas.

f. Meeting adjourned at 7:31 PM.

File: GBGF

FAMILY AND MEDICAL LEAVE

The School District shall comply with the mandatory provisions of the Family and Medical Leave Act of 1993. The Superintendent shall issue, and from time to time amend, procedures setting forth the rights and procedures granted by the Act, and shall ensure compliance with those procedures either personally or by delegation, or by some combination of personal oversight and delegation.

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SOURCE: MASC – Updated 2022

LEGAL REFS.: P.L. 103-3

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GIFTS TO AND SOLICITATIONS BY STAFF

Gifts

The acceptance of gifts worth $50 or more by school personnel in a calendar year when the gift is given because of the position they hold, or because of some action the recipient could take or has taken in his or her public role, violates the conflict of interest law. Acceptance of gifts worth less than $50, while not prohibited by the conflict of interest law, may require a written public disclosure to be made.

In keeping with this policy, no employee of the school district will accept a gift worth $50 or more that is given because of the employee's public position, or anything that the employee could do or has done in his or her public position. Gifts worth less than $50 may be accepted, but a written disclosure to the employee's appointing authority must be made if the gift and the circumstances in which it was given could cause a reasonable person to think that the employee could be improperly influenced. The value of personal gifts accepted is aggregated over a calendar year (4 gifts of $20 value is the same as 1 gift of $80 if given in the same calendar year).

In general, homemade gifts without retail value are permissible because a reasonable person would not expect an employee would unduly show favor to the giver, so no disclosure is required. Such gifts could include homemade food items (cookies, candy, etc), handpicked flowers, and handmade gifts worth less than $10 (ten) dollars.

Class Gifts

There is a specific exception to the prohibition against accepting gifts worth $50 or more, when the teacher knows only that the gift is from the class, not from specific donors. A single class gift per calendar year valued up to $150 or several class gifts in a single year with a total value up to $150 from parents and students in a class may be accepted provided the gift is identified only as being from the class and the names of the givers and the amounts given are not identified to the recipient. The recipient may not accept an individual gift from someone who contributed to the class gift. It is the responsibility of the employee to confirm that the individual offering such gift did not contribute to the class gift.

Gifts for School Use

Gifts given to a teacher solely for classroom use or to purchase classroom supplies are not considered gifts to an individual employee and are not subject to the $50 limit. However, an employee who accepts such gifts must keep receipts documenting that money or gift cards were used for classroom supplies.

Solicitations

In spirit, the School Committee supports the many worthwhile charitable drives that take place in the community and is gratified when school employees give them their support. However, the solicitation of funds from staff members through the use of school personnel and school time is prohibited by the conflict of interest law. Therefore, no solicitations of funds for charitable purposes should be made among staff members. Staff members of course remain free to support charitable causes of their own selection.

Raffles and Games of Chance

By state law and regulation, raffles and games of chance may not be organized by schools as the sponsoring organization. Employees are thus barred from participating in such activities unless doing so as a member of a sponsoring organization, such as a parent or booster organization, as defined by state law and regulation.

Acceptance by the School Committee

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All gifts and donations to the district must be accepted by a vote of the School Committee.

SOURCE: MASC Updated 2025

Legal Ref: M.G.L. 268A:3; 268A:23; 930 CMR 5.00; MGL 271;7A; 940 CMR 12.00

CROSS REFS.: KHA, Public Solicitations in the Schools
GBEBD, Online Fundraising and Solicitations – Crowdfunding
JP, Student Donations and Gifts
KCD, Public Gifts to Schools
KBE, RElations with Parent/Booster Organizations

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PROFESSIONAL STAFF RECRUITING/POSTING OF VACANCIES

It is the responsibility of the Superintendent, with the assistance of the administrative staff, to determine the personnel needs of the school system and it is the responsibility of the Principal, in consultation with the Superintendent, to determine the personnel needs of the individual schools. In addition, School Advisory Councils may review personnel requirements as a means of evaluating the needs of a school. Any recommendations for the creation or elimination of a position must be approved by the School Committee.

The search for good teachers and other professional employees will extend to a wide variety of educational institutions and geographical areas. It will take into consideration the characteristics of the town and the need for a heterogeneous staff from various cultural backgrounds.

Recruitment procedures will not overlook the talents and potential of individuals already employed by the school district. Any current employee may apply for any position for which they have licensure and meet other stated requirements.

Openings in the schools will be posted in sufficient time, before the position is filled, to permit current employees to submit applications.

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LEGAL REFS.: Collective Bargaining Agreements

SOURCE: MASC – Updated 2022

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PART-TIME AND SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT

Part-Time Teachers

Teachers may be employed on a part-time basis. The salary of part-time teachers will bear the same ratio to the first step of the salary schedule that the teacher would earn if employed full-time as the hours worked bear to the hours the teacher would work if employed full-time (for example, a teacher employed for half the number of hours would receive half the salary of a full-time teacher).

Substitute Teachers

Each building Principal will have the authority to employ as many substitute teachers as may be necessary to take the place of teachers who are temporarily absent. Periodically he/she will submit to the Superintendent a list of qualified substitutes for approval.

To the extent possible, the school system will employ as substitute teachers, persons who meet the requirements for teacher appointments and will assign teachers substitute-teaching positions on the basis of their areas of competence. When the supply of potential substitutes in a particular subject area is too limited to meet school department needs, there will be active recruitment for substitutes in those areas. All substitute teachers will be expected to provide educational services, rather than to assume merely a student-supervisory role. They will be provided with as much support as possible by building administrators and teachers.

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The School Committee will set the daily rate of pay for substitute teachers, including extended-term substitutes. The latter will be granted such additional benefits as approved by the School Committee.

SOURCE: MASC – Updated 2022

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PHILOSOPHY OF STAFF DEVELOPMENT

All staff members will be encouraged in and provided with suitable opportunities for the development of increased competencies beyond those they may attain through the performance of their assigned duties and assistance from supervisors.

Opportunities for professional growth may be provided through such means as the following:

1. Planned in-service programs and workshops offered within the school district from time to time; these may include participation by outside consultants.

2. Membership on curriculum development committees drawing personnel from within and without the school district.

3. Released time for visits to other classrooms and schools and for attendance at conferences, workshops, and other professional meetings.

4. .

The Superintendent will have authority to approve or deny released time for conferences and visitations and reimbursements for expenses, provided such activities are within budget allocations for the purpose.

SOURCE: MASC – Updated 2022.

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PROFESSIONAL STAFF ASSIGNMENTS AND TRANSFERS

The basic consideration in the assignment of professional staff members will be the needs of the students and the instructional program.

Therefore, the assignment and transfer of professional staff members will be accomplished by the Superintendent on the basis of the employee's qualifications, the needs of the school district, and the employees' expressed desires.

Care will be exercised by the Superintendent to assure that all schools are staffed with highly qualified teachers.

Within an individual school, the building administrator will have the authority to assign classes and courses, provided this is done with full regard for the teacher's area of licensure and the policies delineated above.

CONTRACT REF.: Teachers' Agreement

SOURCE: MASC – Updated 2022

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RESIGNATION OF PROFESSIONAL STAFF MEMBERS

Professional staff members may discontinue their service in the school system during the school year by submitting a written notice of intent to resign to the appropriate hiring authority.

Such written notice of intent to resign will be given to the Superintendent. The staff member will be notified in writing of the Superintendent's action on the resignation.

When a resignation is accepted by the Superintendent the employee may be expected to continue in service at his or her assigned duties for a period of 30 days after submission of the resignation.

SOURCE: MASC

RETIREMENT OF PROFESSIONAL STAFF MEMBERS

Periodically, at least annually, the Superintendent will inform the Committee of the professional staff members who have indicated their intention to retire at the end of the current school year. No further School Committee action is necessary unless approval is needed for the payment of or participation in continued local benefits.

LEGAL REF.: Age Discrimination in Employment Law, P.L. 95-256

CONTRACT REF.: Teachers' Contract

SOURCE: MASC/Marblehead

File: GDB

SUPPORT STAFF CONTRACTS AND COMPENSATION PLANS

In establishing rates of pay and levels of compensation for support staff personnel, the School Committee will take into account the responsibilities of the position, the qualifications needed, past experience of the individual, and years of service in the school department.

Compensation plans will be reviewed annually for all categories of staff. Such review, where applicable, will be carried out in connection with negotiations with representatives of recognized bargaining units. The master agreements with these units will have the full force of School Committee policy.

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The School Committee will set the rates of pay for personnel not covered by collective bargaining agreements.

Overtime

Support staff employees will be paid overtime wages for work performed in excess of 40 hours in a work week.

In counting hours for the purpose of allowing overtime work and pay, supervisors will consider sick leave, vacation time, and holidays as time worked.

Every effort must be made to minimize overtime by scheduling duties during the regular workday. Overtime will be authorized only by the Superintendent and only to cover emergency situations. All such work will be assigned on a fair and equitable basis.

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SOURCE: MASC – Updated 2022

LEGAL REF.: M.G.L. 71:38

CONTRACT REFS.: All Contracts

File: GDQC

RETIREMENT OF SUPPORT STAFF MEMBERS

All full-time non-instructional personnel are required to participate in the Commonwealth of Massachusetts Retirement System.

Periodically, the Superintendent will present to the Committee the names of support staff members who have indicated their intention to retire.

LEGAL REFS.: Age Discrimination in Employment Law, P.L. 95-256

SOURCE: MASC/Marblehead

SUSPENSION AND DISMISSAL OF SUPPORT STAFF MEMBERS

Support staff employed by the School District may be terminated by the Principal of the building in which they serve, with the approval of the Superintendent. However, employees may request the Superintendent to review the circumstances of their termination.

In the event of failure to perform as required, the Superintendent may immediately suspend or terminate employment depending upon agreement language.

Support staff employees may or may not be given prior notice of their dismissal, depending upon the circumstances.

The Superintendent, or the Principal, with the approval of the Superintendent, may also suspend/remove employees from their individual assignments.

SOURCE: MASC September 2016

Marblehead Public Schools
2026-2027 School Calendar

August/September 2026 (20)				
M	T	W	Th	F
24	25	26	27	28
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

October 2026 (21)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2026 (17)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	~~25~~	26	27
30				

December 2026 (17)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	~~23~~	24	25
28	29	30	31	

January 2027 (19)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

August
- 26 New Teacher Orientation
- 27 Teacher Professional Development (PD)
- 28 Teacher PD
- **31 First Day of School Grades PreK - 12**

September
- 4 No School
- 7 No School - Labor Day
- 21 No School - Yom Kippur

October
- 12 No School – Indigenous Peoples' Day

November
- 3 No School – Conferences gr. PreK-8 Teacher PD gr. 9-12
- 10 Evening Conferences gr. PreK-8
- 11 No School - Veterans Day
- 25 Early Release gr. PreK-12
- 26-27 No School – Thanksgiving Break

December
- 23 Early Release gr. PreK-12
- 24-31 No School - December Break

January
- 1 No School - Dec/Jan Break
- 4 Students return to school
- 18 No School - Dr. Martin Luther King, Jr. Day

February
- 16-20 No School - February Break

March
- 26 Early Release gr. PreK-12 Good Friday
- 29 No School – Teacher PD

April
- 19-23 No School - Spring Break

May
- 31 No School - Memorial Day

June
- 16 Last Day for Students and Staff Early Release for Students

February 2027 (15)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

March 2027 (22)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	~~26~~
29	30	31		

April 2027 (17)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May 2027 (20)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

June 2027 (12)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	~~16~~	17	18
21	22	23	24	25
28	29	30		

	No School for Students – Professional Development or Conferences		No School for Students and Teachers/School Year Staff - holiday or vacation break
	First Day of School for all students		Early Release Days before a break
	Last Day of School for students - 180 days		185th day of school for students, if needed for cancellations

DRAFT

Marblehead High School

2 Humphrey Street
Marblehead, Massachusetts 01945
Phone: (781) 639-3100

Michele Carlson
Principal

Anthony Chiariello
Assistant Principal

Dan Richards
Assistant Principal

To: **Marblehead School Committee**
John Robidoux, Superintendent

From: **Michele Carlson**

Date: **January 27, 2026**

Subject: **Updates to Program of Studies 2026-2027**

Below are the annual updates to the Marblehead High School Program of Studies. These revisions expand Advanced Placement offerings and financial literacy requirements, remove low-enrollment courses, and complete the phase out CP2 general education levels in math.

Graduation Requirement update:

Financial Literacy graduation requirement - one semester (effective for graduating class of 2029)
Add additional courses to count towards the financial literacy graduation requirement - AP Business with Personal Finance (new), Accounting, and Financial Literacy (new)

Add: Chart for Financial Literacy Graduation Requirement

Financial Literacy Graduation Requirement

Course	Number	Credits
AP Business with Personal Finance	TBD	5.0
Banking and Personal Finance	705	2.5
Accounting	704	2.5
Entrepreneurship	707	2.5
Financial Literacy	TBD	2.5

Rationale: Identifies which courses may be used to meet the Financial Literacy graduation requirement.

Competency Determination

- Add Competency Determination (CD) Requirements IKFE

- Change wording in summer academy description to align with Competency Determination(CD) Requirements. IKFE
    - Summer school programming will be provided for students who fail a course(s) requiring a passing grade for Competency Determination.

Remove:

Marblehead Academy – Marblehead Academy is a referral-based academic support program that offers students opportunities for Credit Recovery through online classes and in-person tutoring. Marblehead Academy offers an After School Session during the school year and a Summer Session after the school year ends. Students are referred by their school counselor, and they are supported by Marblehead High School Educators throughout their enrollment in the program.

Rationale: The Marblehead Academy has not run since the pandemic.

Business Department

Add Course:

AP BUSINESS with PERSONAL FINANCE - AP
Level: Advanced Placement
Open to Grades: 11 - 12

Course Number: TBD
Credits: 5

Designed to align with introductory college-level business coursework, AP Business with Personal Finance is a rigorous, engaging course that prepares students to understand how businesses operate and how individuals make financial decisions. Students will study core business disciplines including entrepreneurship, marketing, finance, accounting, and management while developing practical personal finance skills such as budgeting, investing, credit management, and financial planning. Instruction emphasizes applied learning through case studies, simulations, and project-based work that connects course concepts to students' academic, career, and postsecondary goals. This course meets the National Standards for Personal Financial Education and provides students with a strong foundation in both business principles and personal financial literacy.

This course meets the Financial Literacy graduation requirement (effective for the graduating class of 2029 and after). It also satisfies the optional DECA Membership requirement. Students will be expected to take the Advanced Placement Business with Personal Finance exam in May.
Students who elect to complete a Senior Project are still required to attend all Advanced Placement classes.

Rationale: Expanding AP course offerings. Provides an upper level elective option for students that counts toward the Financial Literacy graduation requirement.

English Department

Eliminate Courses:

AFRICAN AMERICAN LITERATURE - CP1/H **Course Number: 166 and 167**
Level: College Prep 1 **Credits: 2.5 – one semester**
Open to Grades: 10, 11, 12
Students will immerse themselves into the African- American Literary landscape of the past one hundred years to better understand its integral development and influence on our American identity and culture. Genres will include Poetry, Short Stories, Essays, and Novels.

BEST SELLING FICTION - CP1/H **Course Number: 168 and 169**
Level: College Prep 1 **Credits: 2.5 – one semester**
Open to Grades: 10, 11, 12
This course will explore chart topping works of contemporary fiction. Students will read works that have staked out positions on The New York Times Bestseller's List, been considered for major awards such as the Pulitzer Prize, or that have otherwise left a mark on the contemporary fiction scene. Discussion will focus on what separates a compelling story from a work of literature and who makes this distinction, as well as how a work of fiction both reflects and comments on the society in which it was written. Works for this course will rotate from year to year, but all will have been published within the last five years.

Rationale: Courses have not run due to lack of enrollment.

Math Department

Eliminate Course:

ALGEBRA 3 - CP2 Course Number: 339
Level: College Prep 2 Credits: 5

Rationale – This is the fourth year elimination of general education CP2. The general education CP2 level has been eliminated in English, social studies, and science.

Add Course:

FINANCIAL LITERACY – CP1 **COURSE NUMBER: TBD**
Level: College Prep 1 **Credits: 2.5**
Open to Grades: 9, 10, 11, 12
This course introduces students to essential personal finance concepts needed for informed and responsible financial decision-making. Topics include budgeting, saving, banking, credit and debt management, investing basics, taxes, insurance, and financial planning for postsecondary education and careers. Students will analyze real-world scenarios, complete hands-on activities, and develop practical skills such as creating a personal budget and understanding paychecks and credit reports. The course is recommended for all students seeking to build foundational financial knowledge and confidence for life beyond high school.

Rationale: This course equips students with essential life skills necessary for informed and responsible financial decision-making. This course will count towards the Financial Literacy graduation requirement.

World Language Department

Eliminate Courses:

LATIN 1-4 CP1/H
Level: College Prep 1 **Credits: 5.0**
Open to Grades: 9, 10, 11, 12

Rationale: Latin is no longer being offered.

Social Studies Department

Add Courses:

Modern America Since 1980 **COURSE NUMBER: TBD**
Level: College Prep 1 **Credits: 2.5**
Open to Grades: 10, 11, 12
Prerequisite: None

This elective course explores the transformation of American society, politics, and culture from 1980 to the present. Students will examine how major events, social movements, and technological advances have shaped modern America. Through primary source analysis, discussion, and historical inquiry, students will develop critical thinking and analytical skills. Units of study include the conservative resurgence, the end of the Cold War, the War on Terror, the Obama years, the rise of populism and political polarization, and the impact of the COVID-19 pandemic.

History of Philosophy **COURSE NUMBER: TBD**
Level: College Prep 1 **Credits: 2.5**
Open to Grades: 11, 12
Prerequisite: None

This elective course invites students to explore the great ideas that have shaped human thought from the ancient world to the modern age. Beginning with the classical foundations of Plato and Aristotle and continuing through influential thinkers such as René Descartes, John Locke, Immanuel Kant, John Stuart Mill, and Friedrich Nietzsche, students will trace the evolution of philosophical inquiry into questions of truth, morality,
knowledge, and the nature of reality. Students will engage deeply with original philosophical texts, reading and analyzing challenging material on a regular basis. Close reading, discussion, and written reflection will form the core of the course, helping students to develop a nuanced understanding of each thinker's ideas and their lasting impact. Emphasis will be placed on constructing clear arguments, questioning assumptions, and connecting philosophical ideas to broader historical and cultural developments.

Rationale: Expanding elective course offerings for the Social Studies department. requirement.

Science Department

Add: information in the course description

****SNHU Biology 210 - H Anatomy & Physiology** This course is part of a current dual enrollment partnership with Southern New Hampshire University. Students may earn 4 college credits (3 credits plus a 1-credit lab) by opting into the Southern New Hampshire University dual enrollment option. Specific details of the offering are determined annually and shared with students at the start of each school year.

Rationale: Adding dual enrollment language to the course description.

Art Department

Add: AP Exam 3D Art & Design for AP Photography

Rationale: Adjust the description to include the additional AP exam name

Remove Course:

Advanced Woodworking CPI **Course Number: TBD**
Level: College Prep 1 **Credits: 2.5**
Open to Grades: 10,11,12
Prerequisite: Woodworking 2
This course is a continuation of Woodworking 2. The student will further expand their skills on more challenging projects. Issues of what makes a set of plans, and how the student's skill set, available resources and equipment matches their design intent will be investigated.

Rationale: Advanced Woodworking will become Advanced Manufacturing. We would offer a Fall and a Spring course so students have the option of taking a semester or if interested and it fits in their schedule can sign up for both and take it full year. We do this with an art elective currently. This change supports alignment with the Pathways program.

Add Courses:

Advanced Manufacturing, Fall-- CPI **Course Number: TBD**
Level: College Prep 1 **Credits: 2.5**
Open to Grades: 10,11,12
Prerequisite: Intro to Manufacturing

This course is a continuation of *Intro to Manufacturing*. *Advanced Manufacturing* is a hands-on class in which students practice the technical drawing process, materials science, mechanical/structural design, creative problem-solving, and other manufacturing and design concepts. Students will design using CAD/CAM and fabricate using both traditional woodworking tools and CNC machines. Students will combine these skills to complete a variety of projects.

Advanced Manufacturing, Spring -- CPI **Course Number: TBD**
Level: College Prep 1 **Credits: 2.5**
Open to Grades: 10,11,12
Prerequisite: Intro to Manufacturing

This course is a continuation of *Intro to Manufacturing*. *Advanced Manufacturing* is a hands-on class in which students practice the technical drawing process, materials science, mechanical/structural design, creative problem-solving, and other manufacturing and design concepts. Students will design using CAD/CAM and fabricate using both traditional woodworking tools and CNC machines. Students will combine these skills to complete a variety of projects.

Rationale: Support and Alignment of Pathways Program

Overall updates:

Dual enrollment language about SNHU added to the Dual Enrollment Section.
Marblehead High School has partnered with Southern New Hampshire University (SNHU) to offer dual enrollment opportunities. Students may have the option to earn dual enrollment credit through SNHU in designated courses. Courses eligible for dual enrollment credit are noted in the Program of Studies.

MARBLEHEAD HIGH SCHOOL
2 Humphrey Street
Marblehead, Massachusetts 01945-2290
(781) 639-3100
(781) 639-3111 (fax)

Date: Tuesday, January 27, 2026

To the Superintendent and School Committee:
From: Paul Gleason, MHS Business Teacher
Re: DECA Field Trip

DECA State Career Development Conference and Competition

Participating in the state career development conference and competition offers invaluable educational benefits for our students. It provides a platform for them to apply classroom knowledge in real-world scenarios, enhancing their critical thinking and problem-solving skills. Furthermore, these events encourage teamwork, leadership, and communication, which are essential for their future careers.

DECA is a career and technical student organization that prepares emerging leaders and entrepreneurs in marketing, finance, hospitality, and management. Founded in 1946, DECA has a rich history of fostering business acumen and leadership skills among students across the globe. We believe this experience will significantly contribute to their personal and academic growth.

Where: Westin Seaport Boston Convention & Exhibition center (BCEC)
When: Thursday, 3/12/2026 - Saturday, 3/14/2026
Depart MHS: 12:00 p.m.
Arrival Hotel 1:00 p.m. (Students need to be properly attired & ready to compete at 1:30 pm on Thursday)
#Students 15
#Chaperones 2
#Busses 1 School Bus
Cost: $563.00 (Covers DECA registration, accommodations and meals)
Depart Hotel: 1:00 p.m. Saturday

Accomodations:

Renaissance Boston Waterfront Hotel: 606 Congress Street, Boston, MA 02210, (617)-338-4111
Marblehead reserved 3 triple and 2 quad occupancy, non co-ed rooms with pull-out couches or day beds. The selected hotel and room configuration was determined by student choice.

Due to DECA's growing popularity it is estimated that between 4000-7000 students plus advisors, judges, and chaperones will attend this year's conference. There are a limited number of rooms and as always, DECA will not allow single or double occupancy. Several schools have unified. Consistent with prior years, two students from Austin Preparatory School will be joining our group to help us meet this requirement,

DRAFT WITH RECOMMENDED REVISIONS

Marblehead Public Schools **File: IHAI - A**

MIDDLE SCHOOL PATHWAY EXPLORATION

Purpose
Massachusetts state regulations (603 CMR 4.00) require sending districts to maintain a districtwide Middle School Pathway Exploration Policy that documents how middle school students in the district are made aware of, and gain exposure to, career technical education (CTE) schools and programs available to them in their district, regional, agricultural, or public high schools.

The District is committed to providing all students with equitable access to high-quality learning experiences that prepare them for future academic, career, and personal success. Career Technical Education (CTE) exploration in middle school introduces students to a range of career pathways, builds awareness of real-world applications of learning, and supports informed decision-making about high school course selection and beyond.

Scope
This policy applies to all students enrolled in grades 7 and 8 at Marblehead Veterans Middle School (MVMS).

Middle School Career Exploration
Marblehead Public Schools supports MVMS students in their exploration of secondary school options connected to their career interests. MVMS students will be made aware of and gain exposure to the Innovation Career Pathways and vocational technical education programs to which the district has access to.

Collaboration with Member Vocational Schools
Marblehead Public Schools will offer CTE schools and program opportunities to provide information about CTE programs and careers to middle school students, by October 15 of each school year, in the following ways:

- On-site presentation/assembly at the middle school;
- Through mail and/or email; and
- On the middle school's website.

Marblehead is a regional partner of Essex North Shore Agriculture and Technical School in Danvers, MA. MVMS actively collaborates with Essex North Shore Agriculture and Technical School to inform students about the CTE/vocational opportunities available to them.

This collaboration includes the following:

Information Sharing
MVMS will schedule an on-site presentation/assembly at the middle school for middle school students to learn about the CTE/vocational opportunities locally available to them.

Annually, MVMS will comply with the regulatory requirement to provide authorized personnel at local CTE schools and programs with the names, addresses, and email addresses of all enrolled seventh and eighth-grade students by October 15. MVMS uses the Family Handbook in the "Summary of Massachusetts Student Record Regulations" section to give notice that Marblehead Public Schools releases directory information unless the parent has advised the District to the contrary in accordance with applicable procedures. The MVMS school principal will keep a record of sharing information regarding CTE/vocational opportunities.

Promotion of Events and Tours
MVMS will share information about CTE/vocational opportunities, such as Essex North Shore Agriculture and Technical School's Open House and informational events, through regular communication channels, such as principal newsletters and communication from the school counseling office.

All middle school students may tour CTE programs during regular school hours. Student participation in a documented CTE program tour is considered an excused absence. Students must turn in the documentation of attending the CTE program tour and/or Open House event to the school's main office following the event.

Application Interviews
If required by the CTE school's admissions policy, MVMS will arrange for a program representative to interview middle school students who applied.

Providing Admissions Records to CTE Schools
MVMS will provide Essex North Shore Agriculture and Technical School with relevant information regarding students who applied, in alignment with the CTE school's admissions policy, including student attendance records, ~~student transcripts, a letter of recommendation~~, student interest information, and discipline record.

Career-Connected Learning Opportunities
Exploration and awareness of secondary school options, including career-connected learning opportunities, will include CTE programs, the Innovations Career Pathways program at Marblehead High Schools, dual-enrollment, and career preparation courses will be shared annually with MVMS students. The exploration in middle school introduces students to a range of career pathways, builds awareness of real-world applications of learning, and supports informed decision-making about high school course selection and beyond.

File: ADF

Wellness Policy

The mission of the Marblehead Public Schools is to provide conducive environments and appropriate resources enabling all students to successfully reach, and maintain, their social, emotional, intellectual, and physical potential.

The Marblehead Public Schools will:

- Ensure that all students have access to healthy food choices during the school day.
- Provide an appropriate dining environment to meet all student and staff needs.
- Allow a minimum of 20 minutes for students to eat lunch and socialize in the designated cafeteria/dining area.
- Endeavor to enable all students to acquire the knowledge and skills necessary to make healthy food choices and reduce access to non-nutritional items.
- In an effort to promote health and wellness, the Marblehead Public Schools will review how identifying nutritious food choices can be incorporated into the curriculum.
- Teachers and staff will not use food as a reward or punishment for students. When food is used in the classroom as part of the academic program, all foods shall comply with the competitive food standards listed below.
- Ensure all personnel will annually review School Committee Policy JLCDD Managing Life Threatening Food Allergies in the Educational Environment.
- Ensure that marketing on the school campus will be limited to those products that are allowed to be sold according to the district's nutrition standards for competitive foods.

School Meals Program:
Foods or beverages provided as part of the National School Breakfast Program, or the National School Lunch Program shall comply with Federal Guidelines. Nutrition services policies and guidelines for reimbursable meals shall not be more restrictive than federal and state regulations require. Menus will be planned with input from students, family members, and other school personnel and should consider students' cultural norms and preferences. The district will purchase local foods and source fresh fruits and vegetables from local farmers where practical, when available, and when prices fall within budgetary constraints. The healthiest choices, such as salads and fruit, will be prominently displayed in the cafeterias to encourage students to make healthy choices.

Food pricing strategies and food marketing programs will be designed and used to encourage students to purchase nutritious ala carte choices at Veterans Middle School and Marblehead High School. This may include meeting with student or parent groups, taste tests, food panels and other informational programs regarding nutrition and how it coincides with the school meal program. Other promotions may include posters and signage, and highlighting healthy items on the menu during morning announcements. Periodically, students may also take part in food demonstrations and/or tastings to ensure flavor/taste appeal for new, nutritious meal options.

Students are encouraged to start each day with a healthy breakfast. All schools within the district will provide breakfast through the USDA School Breakfast and After the Bell Programs.

The district's use of a point of sale program shall protect the overt identification of all students and store free and reduced eligibility status in a confidential manner.

All school meals will feature a variety of age-appropriate healthy choices that are tasty, attractive, and of high quality. School meals will be prepared in a way that maximizes nutrient density and reduces fat and sodium. Parents and caregivers are encouraged to support a healthy school environment by providing a variety of nutritious foods if meals or snacks are sent from the home.

All food and nutrition services staff members will complete annual training in accordance with USDA Professional Standards. Information about the Massachusetts School Nutrition Program can be found here and USDA's National School Lunch program here.
The Marblehead School Committee is committed to providing students with healthy, nutritious meals each day so they can focus on school work, while also maintaining the financial integrity of meal programs and minimizing any impact on students with meal charges. Families can access directions and applications for Free & Reduced on the district's website and hard copies are available at each school. Notices will be sent at the beginning of each year and posted in local newspapers.

Students will have access to free, potable drinking water in each cafeteria during meal times and throughout the school day.

The District provides free meals to all students (one free meal per meal service period). However, unpaid charges for additional meals, or a la carte items, place a large financial burden on the school district, as food services is a self-supporting entity within the district. Each student will be allowed to take one regular meal per meal service period. Students may want to receive additional meals, or to purchase a la carte items. Students will pay for additional meals at the regular rate approved by the School Committee. Student Accounts will be maintained by the District Food and Nutrition Program as prescribed by the District and delineated in the Student Handbook.
The parent/guardian is responsible for any meal charges incurred. If there is a financial hardship, a parent/guardian should contact food services directly to discuss payment options such as an individualized repayment plan.
Parents/Guardians will be notified of account balances or deficits at regular intervals as prescribed by the District. At no time shall any staff member give payment notices to students unless that student is known to be an emancipated minor who is fully responsible for themselves or over the age of 18.

Competitive Foods: defined as foods and beverages sold, marketed, or provided in/during:

1. School cafeterias offered as a la carte items

2. School buildings, including classrooms and hallways
3. School stores
4. School snack bars
5. Vending machines (must comply 24 hours/day)
6. Concession stands
7. Booster sales
8. Fundraising activities
9. School-sponsored or school-related events
10. Any other location on school property

Competitive foods, including "A la carte offerings" to students, shall be nutritious and comply with USDA school nutrition regulations as linked and footnoted below and Commonwealth of Massachusetts school nutrition regulations as linked and footnoted below . In cases where the USDA and Massachusetts school nutrition regulations differ, the stricter standard shall be required. A comparison is linked here and footnoted below. These regulations apply to "foods and beverages sold from midnight before to 30 minutes after the official school day."
No food items can be brought into the classroom for distribution to the class. This includes birthday celebrations. Some alternatives to food may include stickers, pencils, a favorite game, etc.

No foods and beverages containing caffeine shall be sold or served to students at school.

Organizations affiliated with the Marblehead Public Schools and any other after-school events held on school grounds are required to follow these standards when foods/beverages are offered from midnight before until 30 minutes after the official school day ends. They are encouraged to also follow these standards when offering foods/beverages outside of the 30-minute time period. Exemptions can be discussed with the school Principal on a case by case basis.

Health, Nutrition and Physical Education:
The Marblehead Public Schools will provide Health, Nutrition and Physical Education skills and concepts as part of the regular instructional program aligned with Department of Elementary and Secondary Education (DESE) curriculum frameworks and will strive to provide the opportunity for all students to understand and practice concepts and skills related to health promotion, disease prevention and ensuring that the needs of the whole child are taken into account.

Health education will provide students with the following:

- In grades 4-12 an age-appropriate, comprehensive, and sequential skill-based health education program based upon state and national standards is implemented to include: safety and injury prevention, navigating interpersonal relationships, bullying and violence prevention, the importance of physical activity and fitness, healthy nutrition, and understanding of social/emotional/mental health issues.

- In grades 7-10 units of study include all prior units, as well as, tobacco, alcohol, and

other drugs, eating disorders and self-harm, suicide prevention, sexuality, consent and gender education.

Nutrition education lessons are designed using age-appropriate instruction and strategies to promote healthy eating. Nutrition education lessons are based on the most recent dietary guidelines for Americans developed by the USDA and are age appropriate based on the National Health Education Standards as well as the Massachusetts Comprehensive Health Curriculum Framework.

Students will gain an understanding of the following:

- Nutrition knowledge: including, but not limited to, the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements and safe food preparation, handling, and storage.

- Nutrition-related skills: including, but not limited to, planning a healthy meal, understanding and using food labels, and critically evaluating nutrition information and commercial food advertising. Students will also assess their personal eating habits, set goals for improvement, and develop a plan to achieve those goals.

Physical education and activity is encouraged and courses shall be taught by a Massachusetts certified physical educator.

The physical education curriculum for grade K-12 is aligned with the state physical education standards and designed to highlight physical fitness and encourage healthy, active lifestyles. Students will be provided a robust variety of physical education opportunities during the school day to support a wide range of interests and abilities which discourages students from substituting other school or community activities for physical education class time or credit in place of required physical education.

The physical education program shall consist of physical activities of at least moderate intensity and for a duration that is sufficient to provide a significant health benefit to students, accounting for the differing abilities of students. The opportunity to participate in physical education is not withheld from students as a punishment for misbehavior. Physical activity may not be assigned to students as a consequence of poor behavior or punishment for any reason. (Example: running laps or jogging around a playground).

- Participation in such physical activity shall be required for all students in kindergarten through grade five. Average recommended minutes shall approximate 35 minutes no less than once per week.

- Instruction will be provided for grades 7-8 through formal physical education courses, integration into other courses, regularly scheduled intramural activities, and/or regularly scheduled school-wide activities. Average recommended minutes shall

approximate 70 minutes per week.

- Marblehead High School shall require four semesters of Physical Education/Health for graduation.

- Schools may not allow students to be exempt from required physical education class time or credit, unless due to religious exemption, a documented disability or medical reason that precludes a student from participation.

The Marblehead Public Schools, in addition to Physical Education Programs, supports and encourages physical activity and movement for all students by:

- Providing active daily recess to all elementary students.
- Encouraging teachers to provide students with physical activity breaks when possible.
- Promoting walking and biking to school in partnership with families/caregivers and community partners

Social and Emotional Learning (SEL):
The Marblehead Public Schools utilizes a multi-tier system of supports to provide high quality, evidence-based instruction and interventions in the CASEL (Collaborative for Academic, Social and Emotional Learning) core competencies of SEL including: Self-Awareness, Self Management, Responsible Decision -Making, Social Awareness, and Relationship Skills. The District's approach to implementing SEL also includes implementation of the Wayfinder curriculum fostering healthy social/emotional learning, Responsive Classroom, tenets of PBIS, and access to a variety of clubs and activities promoting social well-being. Some of the integration of SEL programming throughout the district include:

- Programming to develop positive, equitable, and inclusive school climates and cultures
- Direct instruction for SEL skill acquisition integrated in both unit and lesson plans for all classes.
- Appropriate integration of SEL strategies into academic work, and extracurricular activities
- Universal and targeted interventions designed to support students in acquiring skills.

Staff Wellness
The district may provide programs promoting healthy eating and physical activity for district staff including activities, programs and health and wellness professional development. The district also provides staff with access to Employee Assistance Programs (EAP) which can assist with a variety of issues related to health and well-being.

School Wellness Advisory Committee:
The Superintendent will establish and maintain a district-wide School Wellness Advisory

Committee (SWAC). The purpose of this committee will be to recommend, review, and help implement school district policies addressing the whole child in regard to social/emotional/mental health, school nutrition, health/nutrition education, physical education/activity, and related issues that affect student health. In addition, the SWAC shall encourage the development of a program that actively promotes wellness in schools and maximizes the school district's opportunities for grant awards.

The Superintendent, or designee, shall appoint committee members, including a designee to serve as a liaison between the committee and the Superintendent, and ensure the active functioning of the committee. The composition of the SWAC shall include school nurse, school nutrition and physical activity staff, food service personnel, caregiver, administrator, and school committee member. The SWAC shall meet at least four times a year and an annual report will be provided to the school committee and posted on the school district website.

Implementation:
The Principal or their designee will be assigned to ensure compliance with standards of this Wellness Policy in their school. The Director of School Food Services will ensure compliance with nutrition policies within the school food service areas.

The SWAC will conduct a review of the wellness policy every three years to help ensure compliance and determine areas of improvement.
The district will, as necessary, revise the Wellness Policy (ADF) and develop work plans to facilitate its implementation.

Legal References:

- Healthy Hunger-Free Kids Act of 2010; MGL 223 Ch. 111, 105 CMR 215.00; 42 U.S.C. 11751 (Pub.L. 108-265, Title II and 204, June 30, 2004 118 Stat. 78.0;

- The Healthy Meals for Healthy Americans Act of 1994, P.L. 103-448, Section 9(b)(2)(C0 of the National School Lunch Act (NSLA) 42 U.S.C.

- 1751. CFR Part 210 National School Lunch Program.

Cross Reference: School Committee Policy JLCDD
School Committee Policy EFD

Adopted: 4/20/2006
Reviewed, Revised; Adopted: 10/18/2018
Reviewed, Revised: Adopted: 8/11/2023
Reviewed, Revised: Adopted: XXXX

[1] USDA Smart Snacks

https://fns-prod.azureedge.us/sites/default/files/resource-files/smartsnacks.pdf

MA competitive foods: https://www.mass.gov/doc/105-cmr-225-nutrition-standards-for competitive-foods-and-beverages-in-public-schools/download

USDA vs MA comparison of competitive foods and beverages
https://www.pew.org/-/media/assets/2015/01/state-fact-sheets/kshf_appendix_massachusetts_v4.pdf

PERSONNEL POLICIES GOALS

NOTE: School Committees must realize that even though they are no longer involved in the process of hiring school district employees other than the Superintendent and Assistant Superintendent, they are responsible to the students and residents of the school district they represent to insure that the highest quality individuals available are hired to meet the needs of the District. They have the additional responsibility to articulate the expectations of the District relative to personnel. This must be done in the form of District Policy. The School Committee recognizes that an efficient staff dedicated to education is necessary to maintain a constantly improving educational program.

The District's specific personnel goals are:

1. To develop and implement those strategies and procedures for personnel recruitment, screening, and selection that will result in the employment and retention of individuals with the highest capabilities, strongest commitment to quality education, and greatest probability of effectively implementing the system's learning program.

2. To develop a general staff assignment strategy that will contribute to the learning program, and to use it as the primary basis for determining staff assignments.

3. To provide positive programs of staff development that contribute both to improvement of the learning program and to each staff member's career development aspirations.

4. To provide for a genuine team approach to education.

5. To develop and use for personnel evaluation positive processes that contribute to the improvement of both staff capabilities and the learning program.

SOURCE: MASC

LEGAL REF.: 603 CMR 26:00

File: GBA

EQUAL EMPLOYMENT OPPORTUNITY

The School Committee subscribes to the principle of the dignity of all people and of their labors. Any individual who is responsible for hiring and/or personnel supervision must understand that applicants are employed, assigned, and promoted without regard to their 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, ancestry, ethnic background, national origin, or any other category protected by state or federal law.

Every available opportunity will be taken in order to assure that each applicant for a position is selected on the basis of qualifications, merit, and ability.

*race to include traits historically associated with race, including but not limited to, hair texture, hair type, hair length and protective hairstyles.

SOURCE: MASC Updated 2022

LEGAL REF.: M.G.L. 151B:4; 603 CMR 26:00; Acts of 2022, Chapter 117, https://malegislature.gov/Laws/SessionLaws/Acts/2022/Chapter117

CROSS REF.: AC, Nondiscrimination

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STAFF ETHICS / CONFLICT OF INTEREST

The School Committee expects members of its professional staff to be familiar with the code of ethics that applies to their profession and to adhere to it in their relationships with students, parents, coworkers, and officials of the school system.

No employee of the Committee will engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with his duties and responsibilities in the school system. Nor will any staff member engage in any type of private business during school time or on school property.

Employees will not engage in outside employment of any type where information concerning customer, client, or employer originates from any information available to them through school sources.

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Moreover, as there should be no conflict of interest in the supervision and evaluation of employees, at no time may any administrator responsible for the supervision and/or evaluation of an employee be directly related to him/her.

Every 2 years, all current employees, including School Committee members, must complete the State Ethics Commission's online training. New employees must complete this training within 30 days of beginning employment and every 2 years thereafter. Upon completing the program, employees should print out the completion certificate and keep a copy for themselves. Employees will be required to provide a copy of the completion certificate to the municipal or district Clerk through the Superintendent's office.

In order to avoid the appearance of any possible conflict, it is the policy of the School Committee that when an immediate family member, as defined in the Conflict of Interest statute, of a School Committee member or district administrator is to be hired into or promoted within the School District, the Superintendent shall file public notice with the School Committee and the Municipal or District Clerk at least two weeks prior to executing the hiring in accordance with the law.

SOURCE: MASC Updated 2022

LEGAL REFS.: M.G.L. 71:52; 268A:1 et seq.

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STAFF CONDUCT

All staff members have a responsibility to familiarize themselves with and abide by the laws of the Commonwealth as these affect their work, the policies of the School Committee, and the regulations designed to implement them.

In the area of personal conduct, the Committee expects that teachers and others will conduct themselves in a manner that not only reflects credit to the school district but also sets forth a model worthy of emulation by students.

All staff members will be expected to carry out their assigned responsibilities with conscientious concern.

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

SOURCE MASC – Updated 2022

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GIFTS TO AND SOLICITATIONS BY STAFF

Gifts

The acceptance of gifts worth $50 or more by school personnel in a calendar year when the gift is given because of the position they hold, or because of some action the recipient could take or has taken in his or her public role, violates the conflict of interest law. Acceptance of gifts worth less than $50, while not prohibited by the conflict of interest law, may require a written public disclosure to be made.

In keeping with this policy, no employee of the school district will accept a gift worth $50 or more that is given because of the employee's public position, or anything that the employee could do or has done in his or her public position. Gifts worth less than $50 may be accepted, but a written disclosure to the employee's appointing authority must be made if the gift and the circumstances in which it was given could cause a reasonable person to think that the employee could be improperly influenced. The value of personal gifts accepted is aggregated over a calendar year (4 gifts of $20 value is the same as 1 gift of $80 if given in the same calendar year).

In general, homemade gifts without retail value are permissible because a reasonable person would not expect an employee would unduly show favor to the giver, so no disclosure is required. Such gifts could include homemade food items (cookies, candy, etc), handpicked flowers, and handmade gifts worth less than $10 (ten) dollars.

Class Gifts

There is a specific exception to the prohibition against accepting gifts worth $50 or more, when the teacher knows only that the gift is from the class, not from specific donors. A single class gift per calendar year valued up to $150 or several class gifts in a single year with a total value up to $150 from parents and students in a class may be accepted provided the gift is identified only as being from the class and the names of the givers and the amounts given are not identified to the recipient. The recipient may not accept an individual gift from someone who contributed to the class gift. It is the responsibility of the employee to confirm that the individual offering such gift did not contribute to the class gift.

Gifts for School Use

Gifts given to a teacher solely for classroom use or to purchase classroom supplies are not considered gifts to an individual employee and are not subject to the $50 limit. However, an employee who accepts such gifts must keep receipts documenting that money or gift cards were used for classroom supplies.

Solicitations

In spirit, the School Committee supports the many worthwhile charitable drives that take place in the community and is gratified when school employees give them their support. However, the solicitation of funds from staff members through the use of school personnel and school time is prohibited by the conflict of interest law. Therefore, no solicitations of funds for charitable purposes should be made among staff members. Staff members of course remain free to support charitable causes of their own selection.

Raffles and Games of Chance

By state law and regulation, raffles and games of chance may not be organized by schools as the sponsoring organization. Employees are thus barred from participating in such activities unless doing so as a member of a sponsoring organization, such as a parent or booster organization, as defined by state law and regulation.

Acceptance by the School Committee

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All gifts and donations to the district must be accepted by a vote of the School Committee.

SOURCE: MASC Updated 2025.

Legal Ref: M.G.L. 268A:3; 268A:23; 930 CMR 5.00; MGL 271;7A; 940 CMR 12.00

CROSS REFS.: KHA, Public Solicitations in the Schools
GBEBD, Online Fundraising and Solicitations – Crowdfunding
JP, Student Donations and Gifts
KCD, Public Gifts to Schools
KBE, RElations with Parent/Booster Organizations

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STAFF PERSONAL SECURITY AND SAFETY

Through its overall safety program and various policies pertaining to school personnel, the Committee will seek to assure the safety of employees during their working hours and assist them in the maintenance of good health.

The Superintendent may require an employee to submit to a physical examination by a physician appointed by the school system whenever that employee's health appears to be a hazard to children or others in the school system or when a doctor's certificate is legally required to verify need for sick leave.

School employees, their families and members of their household are eligible to use the confidential services provided by the municipality's employee assistance program.

SOURCE: MASC – Updated 2022

LEGAL REFS.: M.G.L. 71:54; 71:55C

CROSS REFS.: EB, Safety Program

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STAFF PARTICIPATION IN POLITICAL ACTIVITIES

The School Committee recognizes that employees of the school system have the same fundamental civic responsibilities and privileges as other citizens. Among these are campaigning for an elective public office or ballot initiatives and holding an elective or appointive office.

In connection with campaigning, an employee will not: use school district facilities, equipment or supplies; discuss their campaign with school personnel or students during the working day; use any time during the working day for campaigning purposes. Public employees are prohibited under state law from soliciting funds for political campaigns.

Under no circumstances, will students be pressured into campaigning for any staff member.

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LEGAL REF.: M.G.L. 55; 71:44

SOURCE MASC – Updated 2022

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PROFESSIONAL STAFF POSITIONS

All professional staff positions in the school district will be created initially by the School Committee. It is the Committee's intent to activate a sufficient number of positions to accomplish the school district's goals and objectives and to provide for the equitable staffing of each school building. Although such positions may remain temporarily unfilled, only the Committee may abolish a position it has created.

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Each time a new position is established by the Committee, or an existing position is modified, the Superintendent will present for the Committee's approval a job description for the position, which specifies the jobholder's qualifications and the job's performance responsibilities. The Superintendent will maintain a comprehensive set of job descriptions for all positions.

SOURCE: MASC – Updated 2022.

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PROFESSIONAL STAFF SALARY SCHEDULES

Teachers

The School Committee will adopt a salary schedule for regular teaching personnel as part of the contract negotiated with the teachers' bargaining unit. The schedule will be designed to recognize and reward training and experience and encourage additional study for professional advancement.

Principals and Administrators on Individual Contracts

Salaries will be reviewed annually prior to July 1. The School Committee, with the advice of the Superintendent, will establish levels of compensation for each position based on the circumstances, dynamics, and requirements of each position. It is the responsibility of the Superintendent to present evidence to the School Committee to support recommendations for salary increases.

SOURCE: MASC – Updated 2022

LEGAL REFS.: M.G.L. 71:40; 71:43

CONTRACT REF.: _Teachers' Agreement

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EMPLOYMENT OF PRINCIPALS

Principals shall be employed by the School District under individual contracts of employment. Said contracts shall be submitted to the School Committee for their approval of all terms concerning compensation/benefits, prior to the presentation of a contract of employment to the Principal. The compensation/benefit levels, above referenced, may be exceeded only with the approval of the School Committee.

Initial contracts issued to Principals may be up to three years in length, and may be reissued by the Superintendent at levels of compensation/benefits, determined by the School Committee, provided that the Superintendent may employ a Principal under the terms and conditions of the previous contract of employment.

The length of second and subsequent contracts of employment for Principals shall be in accordance with state law.

As a condition of employment, each Principal must maintain current licensure, adhere to the policies and goals of the School Committee and the directives of the Superintendent, and annually must submit, with the school council, the educational goals and school improvement plan for the school building(s) under their direction.

SOURCE: MASC – Updated 2022

LEGAL REF: M.G.L. 71:41; 71:59B

CROSS REF: GCBA, Professional Staff Salary Schedules

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PROFESSIONAL STAFF HIRING

Through its employment policies, the District will strive to attract, secure, and hold the highest qualified personnel for all professional positions.

It is the responsibility of the Superintendent, and of persons to whom they delegate, this responsibility, to determine the personnel needs of the school district and to locate suitable candidates. No position may be created without the approval of the School Committee. The District's goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the students.

It will be the duty of the Superintendent to see that persons considered for employment in the schools meet all licensure requirements and the requirements of the Committee for the type of position in which they will serve.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process due to 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, ancestry, ethnic background, national origin, or any other category protected by state or federal law.

2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.

3. The administrator responsible for the hiring of a staff member (in the case of District-wide positions, for the position of Principals, it is the Superintendent; for building-based personnel, it is the Principal) is directed to establish a representative screening committee. The administrator has the final say in determining who will be hired but it is expected that the screening committee's input will be a factor in the decision. For those positions where the hiring authority rests with the School Committee, a representative screening committee may be established by the School Committee, or the School Committee may direct the Superintendent to establish a screening committee to assist the Superintendent in making his/her recommendation to the School Committee.

*race to include traits historically associated with race, including, but not limited to, hair texture, hair type, hair lengths and protective hairstyles.

SOURCE: MASC – Updated 2022

LEGAL REFS.: M.G.L. 69:6; 71:38; 71:38G; 71:39; 71:45
603 CMR 7:00, 26.00, and 44:00
Acts of 2022, Chapter 117 – https://malegislature.gov/Laws/SessionLaws/Acts/2022/Chapter117

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