

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

**School Committee
Business Meeting - amended**

Monday, June 21, 2021

6:30 PM

SC Packet Checklist: SC Business Meeting Agenda June, 21, 2021

SC Meeting Agenda Notes June 21, 2021

SC Business Meeting minutes 5-17-2021

SC Business Meeting minutes 6-7-2021

Policy: Communications Policy (KAA)

Public Participation at School Committee Meetings Policy (BEDH)

Policy Subcommittee Minutes 6/10/2021

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting Agenda - amended
Monday, June 21 2021

6:30 PM, Senior/Community, 331 High Street, Newburyport, MA 01950

General Public – remote option

<https://us02web.zoom.us/j/84007580537?pwd=THY1eHo5alQ2N3RKZnFGRDI3R1RBZz09>

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

****NOTE:** The general public will have the ability to participate remotely. Meeting will be televised locally live on Comcast Channel 9 or via <https://ncmhub.org/share/channel-9/>.

Business Meeting Agenda: The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

1. Call to Order
2. Public Comment
3. *Consent Agenda (Warrants and minutes of 5-17-2021 and 6-7-2021) – *possible Vote*
4. High School Math Technology Presentation – *Kevin Sheridan*
5. Subcommittee Updates
 - a. Finance Subcommittee – *Steve Cole*
 - b. Policy Subcommittee – *Sheila Spalding*
 - *Communications Policy (KAA) (new) – 2nd Reading – *possible Vote*
 - *Public Participation at School Committee Meetings Policy (BEDH) (amend) – 2nd Reading-*possible vote*
 - c. Joint Education Subcommittee – *Sean Reardon*
6. *2021-2022 School Choice Update – *possible Vote*
7. Superintendent’s Report
8. Staff Recognitions

Adjourn

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

Newburyport Public Schools
Newburyport, MA
School Committee Business Meeting
Senior/Community Center, 331 High Street, Newburyport

Monday, June 21, 2021 at 6:30PM

AGENDA NOTES - amended

General Public – remote option

<https://us02web.zoom.us/j/84007580537?pwd=THY1eHo5alQ2N3RKZnFGRDI3R1RBZz09>

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Business Meeting Agenda: The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

3. *Consent Agenda (Warrants and minutes of 5-17-2021 and 6-7-2021) (enclosed) – *possible Vote*

4. High School Math Technology Presentation – *Kevin Sheridan, High School Math Teacher, will share with the school committee instructional technology best practices that were utilized during this challenging school year. The High School's math department piloted an iPad Pro technology platform.*

5. Subcommittee Updates
 - a. Finance Subcommittee – Steve Cole
 - b. Policy Subcommittee – Sheila Spalding
 - *Communications Policy (KAA) (new) – 2nd Reading – *possible Vote*
 - *Public Participation at School Committee Meetings Policy (BEDH) (amend) – 2nd Reading-*possible vote*
 - c. Joint Education Subcommittee – Sean Reardon

6. *2021-2022 School Choice Update - *possible Vote*
After working with the administration, the Superintendent would like to add 5 seats for Grade 12.

7. Superintendent's Report: *Superintendent Sean Gallagher will discuss the 8th Class Day Celebration, Molin Awards, and Hiring update.*

8. Staff Recognitions: *The school committee will honor three longtime employees: Angela Bik, Assistant Superintendent of Curriculum & Instructions and Nancy Lysik, Finance & Human Resources Manager, both retiring after 32 years of service to Newburyport Public Schools. In addition, Cathy Riccio, Director of Health Services, retiring after 9 years of service to Newburyport Public School.*

*Possible Vote

FYI: Upcoming Dates:

School Committee Retreat – date TBA

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE BUSINESS MEETING
Senior Center, 331 High Street, Newburyport, MA 01950
Monday, May 17, 2021**

Meeting Convened at 6:31 PM

Mayor Donna Holaday / Brian Callahan Presided

Present: Mayor Donna Holaday, Brian Callahan, David Hochheiser, Sheila Spalding, Sean Reardon, Steve Cole, and Bruce Menin

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

Mayor Donna Holaday called the School Committee Business Meeting of the Newburyport School Committee to order at 6:31 PM. Roll call found all members present.

At this point Vice-Chairman **Brian Callahan** assumed chairmanship of the Business Meeting.

MOMENT OF SILENCE:

A moment of silence was held for teacher Pam Jamison who tragically lost her 27-year-old daughter in a car accident.

PUBLIC COMMENT:

There was no Public Comment at this time.

STUDENT RECOGNITION:

Superintendent Sean Gallagher awarded the Massachusetts Association of School Superintendents award to Caroline Desimio-Maloney. This award is given to a senior high school student that has distinguished themselves in the pursuit of excellence with a strong, consistent academic performance during their high school career. **Superintendent Gallagher** read her many accolades and a standing ovation was held for her.

CONSENT AGENDA:

Warrants:

Motions:

On a motion by **Steve Cole** and seconded by **Bruce Menin** it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$14,857.01

Motion Passed Unanimously

On a motion by **Steve Cole** and seconded by **Mayor Holaday** it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$379,773.54

Motion Passed Unanimously

On a motion by **Steve Cole** and seconded by **Sean Reardon** it was

VOTED: To approve, receive and forward to the City Auditor to make payment and deduct the funds from the school’s account.

\$16,256.51

Motion Passed Unanimously

Minutes:

On a motion by **Steve Cole** and seconded by **Mayor Holaday** it was

VOTED: To approve, receive and file the School Committee Business Meeting minutes of Tuesday, February 23, 2021, as amended.

Motion Passed Unanimously

NHS STUDENT REPRESENTATIVE REPORT:

NHS Student Representative Sierra Leahy reported on the following:

- Advanced Placement Testing started last week and continues into this week and next. Exams students are taking this year include Government, U.S. History, Psychology, Biology, Chemistry, Physics, Computer Science, Economics, English Language, English Literature, Art Studio, Calculus and Statistics.
- The High School will not administer the MCAS until early June.
- Last week the theater program showcased student run shows. Amelia Snyder wrote and directed the Five Year Plan; Rory Schmidt directed the short play Clover; Christian Kjaer directed Avalanche; and Meghan Kempton with Olivia Passen directed the musical Book Lovers. The students cast a crew for each production and rehearsed for over 2 months. Last week’s performances were all well received by the viewers.
- Spring sports are moving right along with many of our teams having a strong start. The update is as follows:

Baseball	4-0
Boys Lacrosse	2-1
Girls Lacrosse	3-0
Softball	3-0
Boys Tennis	2-0
Girls Tennis	3-0
Boys Spring Track	2-0
Girls Spring Track	1-1

APPOINT NEWBURYPORT SCHOOL COMMITTEE REPRESENTATIVE FOR WHITTIER REGIONAL VOC TECH:

Superintendent Gallagher explained that the Newburyport School Committee Representative position for Whittier Regional Vocational Technical High School has been vacant since March 31, 2021 as Ben Fichera’s term expired. Joseph Haberland of Newburyport has expressed interest in filling this vacancy. **Superintendent Gallagher** introduced Mr. Haberland to the Committee. Mr. Haberland spoke of his background and stated he was very excited to assume this role.

Motion:

On a motion by **Mayor Holaday** and seconded by **Sean Reardon** it was

VOTED: To accept the appointment of Mr. Joseph Haberland for the position of Newburyport School Committee Representative for Whittier Regional Vocational Technical High School.

Sean Reardon stated Mr. Haberland has a great background.

Brian Callahan asked how many times does this Committee meet? Answer - once a month.

Mayor Holaday stated she was glad to see Mr. Haberland assume this role.

David Hochheiser thanked Mr. Haberland and asked a favor of him - he worried about kids who struggle and get excluded and if there was ever an opportunity to open up discussion concerning this matter he hoped Mr. Haberland would do so.

Roll Call Vote:

- Mayor Holaday** - Yes
- Brian Callahan** - Yes
- David Hochheiser** - Yes
- Sheila Spalding** - Yes
- Sean Reardon** - Yes
- Steve Cole** - Yes
- Bruce Menin** - Yes

POLICY SUBCOMMITTEE:

Public Gifts to the Schools Policy (KCD) - 2nd Reading & Vote:

Sheila Spalding explained the first reading was completed on February 1, 2021. On March 15, the Public Gifts to the Schools Policy (KCD) was withdrawn from a final vote on the revisions and sent back to the Policy Subcommittee for further clarification. She explained the changes to the policy.

Motion

On a motion by **Mayor Holaday** and seconded by **Bruce Menin** it was

VOTED: To accept the Public Gifts to the Schools Policy (KCD) policy.

Motion Passed Unanimously

Communications Policy - 1st Reading:

Sheila Spalding explained the policy. She stated she wondered why these things are numbered like they are.

Mayor Holaday suggested the Committee read over the policy and discuss it at the next School Committee Meeting. She said there was a lot in this policy.

SCHOOL COMMITTEE MEETING SCHEDULE 2021-2022 DRAFT - 1st READING:

Superintendent Gallagher outlined and explained the draft of the 2021-2022 School Committee Meeting Schedule.

Brian Callahan suggested having a Forum.

Superintendent Gallagher recommended October 4, 18 - School Improvement Plans presented.

Brian Callahan suggested moving the Public Hearing back to March 21.

David Hochheiser suggested putting in some things they have on a yearly basis. He also suggested having a Public Discussion re: Goal/Priorities before school starts.

Superintendent Gallagher said things will be outlined at the Retreat.

SUPERINTENDENT'S REPORT:

Superintendent Gallagher reported on the following:

- Governor easing restrictions - Commissioners meeting next week.
- Summer - advertised positions - looking at student data - Nancy Koch is developing programs - partnering with Youth Services.
- Hiring Update - he thanked the School Committee for passing the budget - positions have been advertised and interviewing has begun.
- Potential Vaccinations for 12+ years and up - the staff is doing a great job.
- Survey to family - working on getting vaccinations in schools.
- District End-of-Year Activities - Principal Furlong has sent communication to families.
Pre K -K - virtual slide show
3 outdoor activities; PTO working with Principals - hiring magician

Molin - Wellness Day Plan - 8th grade live stream - based on High School football field - food trucks

High School - Principal Wulf has sent communication.

Seniors @ High - food trucks - games - on football field - Promenade

Brian Callahan inquired re: 8th grade - if things are OK with the Governor's Commissioners can parents attend certain functions?

Superintendent Gallagher said this will be discussed on Wednesday. He also stated tomorrow marks maskless recess. He said he wants to communicate the changes all at once and will do so in a systematic way.

NEW BUSINESS:

Mayor Holaday said they needed to identify what kind of evaluations they need to do this year. She said the Budget goes before the City Council on Monday.

Sean Reardon inquired re: Senior Week

The Finance Sub-Committee will meet tomorrow at 8:30 AM.

ADJOURNMENT:

On a motion by **Steve Cole** and seconded by **Sean Reardon** it was

VOTED: To adjourn the Business Meeting of the Newburyport School Committee
At 7:24 PM.

Motion Passed Unanimously

**NEWBURYPORT SCHOOL COMMITTEE
SCHOOL COMMITTEE BUSINESS MEETING
Senior Center, 331 High Street, Newburyport, MA 01950
Monday, June 7, 2021**

Meeting Convened at 6:31 PM

Mayor Donna Holaday / Brian Callahan Presided

Present: Mayor Donna Holaday, Brian Callahan, Bruce Menin, David Hochheiser, Sheila Spalding, and Sean Reardon

Absent: Steve Cole

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

Mayor Donna Holaday called the School Committee Business Meeting of the Newburyport School Committee to order at 6:31 PM. Roll call found all members present, except **Steve Cole**.

At this point Vice-Chairman **Brian Callahan** assumed chairmanship of the Business Meeting.

PUBLIC COMMENT:

There was no Public Comment at this time.

STUDENT RECOGNITION:

Superintendent Sean Gallagher recognized the following students for their participation in the COVID Victims Memorial Day Service that was held in Newburyport on March 1, 2021. He stated this was a moving ceremony and was important at this time.

Audrey Cooper - sang the National Anthem

Molly Mosquera - read "GOLD" an original poem written by Mrs. Sheehan's class and illustrated by Ms. Cahill's class

Camilla Fuentes and Jaxon Kue - read a Native American remembrance poem from the Lakota Nation

Callum Johnson - played the violin (First Movement of Sonata in "G" Major by Jean-Baptiste Senaille)

Norah McElhinney & Sierra Leahy - read the poem "One Art"

He also recognized:

Sierra Leahy - for her hard work, dedication and leadership over the past year in providing a student voice as the high school's student representative for the Newburyport School Committee.

Mayor Holaday thanked all those who participated in the ceremony.

NHS STUDENT REPRESENTATIVE REPORT:

NHS Student Representative Sierra Leahy reported on the following events at NHS:

- Last week was senior week at NHS. All of our traditional ceremonies took place along with several new activities. Tuesday night the seniors participated in the Vespers Ceremony. The student speakers included Thomas Childs, Molly Page, Christian Kinsey, Maddie Desimio-Maloney, and Sierra Leahy. All of the

speeches were spectacular and were centered around the theme of the Ocean. Wednesday night was the promenade which was followed by the Senior Night, which consisted of yard games, a photo booth, a dunk tank, and multiple food trucks from local vendors.

- Thursday was the Senior Sing-out, which was a slideshow of senior professional photos and memories from the past four years together, and that was followed by the Senior Banquet in which students received class awards and signed yearbooks. Friday the senior class and junior class officers participated in Ivy Day. This year's Ivy Day Orator was Nate Hall. Friday afternoon was the senior outing in which seniors went to a bowling alley and an arcade. Saturday was our car parade and Sunday was the graduation. Sunday was also the Senior Celebration that was put on by Newburyport Youth Services and volunteer parents of the senior class.
- As for other happenings across the District, Grade 8 will participate in their Walk Out Ceremony on Tuesday, June 15, and on June 16 they will have a field day which will be held at the high school stadium. The Junior Class also had a field day scheduled on Wednesday night from 6:00 - 9:00 PM on the field adjacent to the Nock-Molin school. There are a lot of exciting end-of-year activities happening across the district. Hopefully these activities will help take the edge off of the MCAS testing that is still being administered in the schools and will allow students to enjoy their last few days in their respective grade levels.

CONSENT AGENDA:

Warrants:

Motions:

On a motion by **Bruce Menin** and seconded by **Sean Reardon** it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$19,882.24

Motion Passed
Steve Cole absent for vote

On a motion by **Bruce Menin** and seconded by **Sean Reardon** it was

VOTED: To approve, receive and forward to the City Auditor for payment the following warrant:
\$546,260.86

Motion Passed
Steve Cole absent for vote

On a motion by **Bruce Menin** and seconded by **Mayor Holaday** it was

VOTED: To approve, receive and forward to the City Auditor to make payment and deduct the funds from the school's account.
\$29,766.71

Motion Passed

Steve Cole absent for vote

Minutes:

On a motion by **Sean Reardon** and seconded by **Mayor Holaday** it was

VOTED: To approve, receive and file the School Committee Business Meeting minutes of Tuesday, April 27, 2021.

Motion Passed

Steve Cole absent for vote

On a motion by **Sean Reardon** and seconded by **Brian Callahan** it was

VOTED: To approve, receive and file the School Committee Business Meeting Minutes of Monday, May 3, 2021.

Motion Passed

Steve Cole absent for vote

MODEL UN CONFERENCE OVERNIGHT TRIP:

NHS teachers Matt LaChapelle and Wendy Crofts presented the background information for the Model UN Conference, which is a 3-4 day overnight trip to be held in Montreal, Canada from November 11-14, 2021.

Bruce Menin asked if students will be protected in events of change; he also asked about costs for the event.

Motion:

On a motion by **Mayor Holaday** and seconded by **Bruce Menin** it was

VOTED: To approve the Model UN Conference overnight 3-4 day overnight trip to be held in Montreal, Canada on November 11-14, 2021.

Motion Passed

Steve Cole absent for vote

SY2021 STATEMENT OF INTEREST (SOI) MSBA:

Motion:

On a motion by **Brian Callahan** and seconded by **Bruce Menin** it was

VOTED: To approve the SY2021 Statement of Interest (SOI) MSBA for the High School.

Sean Reardon inquired re: student/teacher ratio at NHS.

Roll Call Vote:

Mayor Holaday - Yes
Brian Callahan - Yes
Bruce Menin - Yes
Sheila Spalding - Yes
Sean Reardon - Yes
David Hochheiser - Yes

Motion Passed
Steve Cole absent for vote

TRANSPORTATION BID AWARD FY22-24:

Superintendent Gallagher reviewed the bid and selection process. He explained there was only one bid, Salter Transportation Company.

Motion:

On a motion by **David Hochheiser** and seconded by **Bruce Menin** it was

VOTED: To approve the bid from Salter Transportation Company for a total cost for three years of \$2,808,180.00.

Mayor Holaday inquired re: seats on bus - social distancing - later start times - was it accommodating?

Sean Reardon asked if this could change. Answer - Yes

Sheila Spalding asked why there was only one bid. **Superintendent Gallagher** explained.

Mayor Holaday explained the possibility of purchasing a bus for school use - athletics, etc.

Motion Passed
Steve Cole absent for vote

JUNETEENTH INDEPENDENCE DAY - AFSCME:

Superintendent Gallagher explained that the Massachusetts Governor recently recognized June 19th as a State holiday. The AFSCME union is requesting NPS to recognize this new State holiday.

Motion:

On a motion by **Sheila Spalding** and seconded by **Bruce Menin** it was

VOTED: To approve the request from the AFSCME union to amend the contract to include June 19 (Juneteenth Independence Day) as a holiday.

Mayor Holiday explained that City Hall would be shutting down on that day as well and all city employees would be getting this holiday as well. A short ceremony will be held.

Motion Passed
Steve Cole absent for vote

POLICY SUBCOMMITTEE:

Sheila Spalding outlined and explained the new Communications Policy (KAA).

David Hochheiser suggested eliminating phrasing in the first paragraph - he asked if the document covered conversation?

Mayor Holaday explained recordings - yes.

Bruce Menin about #4 - if it contradicted with #2?

Brian Callahan questioned the wording in #5.

David Hochheiser suggested doing away with #10.

Sheila Spalding outlined and explained the changes to the Public Participation at School Committee Meetings Policy (BEDH).

Bruce Menin inquired re: names.

David Hochheiser spoke about parents speaking about their children at Public Comment.

Brian Callahan inquired about when parents insist on speaking re: their children.

It was explained that this can be declared “out of order”.

2016-2021 STRATEGIC PLANNING REPORT:

Superintendent Gallagher presented a Strategic Planning Report. It included the following:

- A new Mission Statement was written
- The Strategic Planning Team identified 13 Foundation Beliefs and set 4 Aspirational objectives
- 7 Strategies for meeting our mission were identified
- The strategies call us to action
- Accomplishments
- Instructional Leadership
- Curriculum Development
- Social Emotional Learning
- Dual Enrollment Program

Mayor Holaday asked if the data could be separated out for the Committee - Answer - Yes

- World Language Programs
- Later Start Times
- Special Education
- Diversity, Equity and Inclusion
- NEF Supported Initiatives
- Instructional Technology
- Organizational Design
- Strategic Partnerships
- Leading for Tomorrow - 2021-26 Strategic Plan Process/Timeline

Bruce Menin inquired if focus groups would be used. Answer - Yes

Superintendent Gallagher said he was excited about this process.

SUPERINTENDENT'S REPORT:

Superintendent Gallagher reported on the following:

- School Choice - he explained the School Choice report which had been provided to the Committee and said he will update them on the June 21st.

Brian Callahan asked what would happen if we go over the amount approved? Answer - a waiting list would be started.

- Hiring Update
 - Integrator - down to 2 finalists
 - Cathy Riccio is retiring - down to 3 finalists for Nurse Leader

Bresnahan Assistant Principal - we have 35 applicants
Nock Principal - we have 35 applicants - a committee is being assembled

NEW BUSINESS:

Brian Callahan inquired of the Committee re: the July Retreat date - a date of Wednesday July 28th was suggested. Conversation then ensued regarding possible other dates. A date will be set.

Bruce Menin reported on the Superintendent Evaluation Committee. He explained that **Superintendent Gallagher** has identified the Mass. Model - this will be sent out.

Mayor Holaday said the memo from the Superintendent made it easier for the Committee.

Brian Callahan said that the School Committee Self-Evaluation was coming up.

David Hochheiser said that the Committee needed to send items to the Superintendent that he would need to focus on for the next school year.

Sheila Spalding said the Policy Subcommittee would be meeting on Thursday AM.

ADJOURNMENT:

On a motion by **Bruce Menin** and seconded by **Sean Reardon** it was

VOTED: To adjourn the Business Meeting of the Newburyport School Committee
at 7:59 PM.

Motion Passed

Steve Cole absent for vote

Communications

The School Committee affirms that it has an obligation to receive and review communications from district staff and the greater community, via email, hard copy, phone, text and social media posts. The purpose of this policy is to create a set of consistent practices to respond to communications from the community. These policies also address public records concerns; and are consistent with our obligations under the open meeting laws.

1. *Massachusetts' Public Records Law* covers "all documentary materials or data created or received by any officer or employee of any governmental unit, regardless of physical form or characteristics." To that end, text, SMS and other forms of electronic messages constitute a public record.
2. The School Committee recognizes that any communications received via their district email address are public documents. Communications pertaining to school committee business received on private email, via Facebook, or any other electronic means are also considered a public record and should be handled as such. Communications related to the school experience of School Committee members' children are not considered a public record.
3. Communications can become part of public comment if the sender labels it as such. These communications will be added to the meeting packet once it is posted to the district website.
4. The format for a School Committee member response to a constituent should contain the following elements - an acknowledgement of receipt, a recommendation to the communicant to follow the district chain of command practice, and a disclaimer as described below. It is not the School Committee member's responsibility to solve all constituent problems, but it is important that we help all voices be heard and acknowledged.
5. All School Committee members should have a disclaimer in their electronics signature, stating "The opinions expressed within this email are my own and do not reflect those of the School Committee as a whole. The School Committee has no involvement in matters of personnel. Complaints of this nature should be directed through the district chain of command (teacher, principal then Superintendent)."
6. Emails, texts, or any other communication by committee members about school committee business should be conducted via members' district email accounts or forwarded to those accounts for public records' sake. Constituents should keep in mind

that all emails sent to School Committee members about School Committee business are public records regardless of which email address they are sent (School Committee member private account versus official account).

7. It is the expectation that the chair or vice chair is acknowledging communications sent to the entire school committee. Communications that are focused on school operations and / or personnel will be exclusively handled by the Superintendent and/or their designee.
8. Any information or allegation regarding the behavior of a district staff person will be forwarded to the Superintendent and the principal of the school for appropriate action. No School Committee member will respond directly to that email, beyond sending a pro forma email that thanks the sender, and indicates that they have referred their concerns to the Principal and the Superintendent.

Social Media

When engaging in social media use, School Committee members should always preface comments about school committee business with a disclaimer that they speak for themselves and not for the whole school committee.

School committee members should be aware that “liking” a post of or with another school committee member or commenting on posts with other members of the committee is considered a legal quorum if four members are involved. Every effort should be made to avoid this situation.

Version Control

Action	Date
First Reading	6/7/2021
Second Reading	6/21/2021
Adopted	

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

Section B: School Committee Governance and Operations

File: BEDH

All regular and special meetings of the School Committee shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee encourages public attendance at and participation in its meetings and will designate time in each agenda for public comment.

In order that all citizens who wish to be heard before the Committee have a chance and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. At each regularly scheduled School Committee meeting, individuals or group representatives will be invited to address the Committee. The Chairperson shall determine the length of the public participation segment and read the following statement:

The School Committee invites members of the public to offer Public Comment, a welcome and important part of our work. Speakers are allowed up to two minutes for comments. Comments longer than two minutes may be submitted to the district office in writing for inclusion into the minutes of the meeting.

We expect and encourage civility; any remarks that are defamatory or abusive are always considered out of order and the Chairperson may terminate an individual's privilege of address on that basis. We ask all speakers to respect the following guidelines:

- ***Speakers may offer objective criticism of and/or ideas for school operations and programs as concerns them.***
- ***Please refrain from complaints about specific school personnel or members of the school community.***
- ***Finally, we request that no student names or any identifying information be offered as part of comment as that would violate the student's right to privacy.***

Thank you.

2. Speakers will be allowed two (2) minutes to present their material. The presiding Chairperson may permit extension of this time limit.
3. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chairperson may terminate that individual's privilege of address.
4. All remarks will be addressed through the Chairperson of the meeting.
5. Speakers may offer such objective criticisms of the school operations and programs as concern them, but in public sessions the Committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.

6. Written comments longer than two (2) minutes may be presented to the Committee before or after the meeting for the Committee members' review and consideration at an appropriate time.

Sources:

MASC

Version Control

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016
Revised	6/21/2021

Meeting Minutes
Policy Subcommittee of the Whole School Committee
June 10, 2021

Attendees: David Hochheiser, Sean Reardon, Sheila Spalding

Meeting started at 6:00 PM

Public Comment disclaimer was drafted and included into the new policy.

Communications policy was discussed with edits from the first reading considered and added.

Website policy manual was discussed. Policy Committee will seek the help of Lisa Furlong in her new role as Dir. of Communications and Instructional Technology, to help shore up the webpage/ policy manual delivery.

Parent surveys were briefly discussed.

Future business for Policy includes: Parent surveys, website, discipline policy

Meeting adjourned: 6:30 PM