

CITY OF MARLBOROUGH MEETING POSTING

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CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

Meeting Name: MPS SCHOOL COMMITTEE MEETING

2023 OCT 20 AM 9:27

Date: TUESDAY, OCTOBER 24, 2023

Time: 7:30 PM

Location: 17 WASHINGTON STREET, SCHOOL COMMITTEE ROOM

Agenda Items to be addressed:

1. Call to Order
2. Pledge of Allegiance
3. Presentation
4. Committee Discussion/Directives
5. Communications
6. Superintendent's Report
 - A. Assistant Superintendent of Teaching & Learning
 - B. Director of Finance & Operations Report
7. Acceptance of Minutes
8. Public Comment
9. Action Items/Reports
 - A. 2025 Music Festival
 - B. FY24 Operating Budget Transfers
 - C. FY24 Superintendent Goals
 - D. Acceptance of Donation and Gifts
10. Reports of School Committee Sub-Committees
11. Members' Forum
12. Adjournment

Respectfully submitted,



Heidi Matthews, Secretary
Marlborough School Committee

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

SCHOOL COMMITTEE SUPERINTENDENT UPDATE

TO: MARLBOROUGH SCHOOL COMMITTEE

FROM: MARY MURPHY, SUPERINTENDENT

SUBJECT: SUPERINTENDENT'S UPDATE

DATE: 10/24/2023

1. Superintendent FY24 Goals: I am asking the School Committee to approve my goals tonight. Once approved, I will share my goals with all building leaders so that they can align their goals to the district priorities.

2. Akiruno Cultural Exchange: I would like to thank Whitcomb School Akiruno Faculty Advisor Ms. Roach, Mrs. Barnum, and all the chaperones that made the recent Akiruno student and chaperone visits so successful. On Wednesday morning Mr. Lafleur, Mrs. Brown, Dr. Skaza, Mrs. O'Brien and I had the opportunity to meet with the chaperones. We discussed teacher shortages, student attendance, and the influence of social media on our students. I think we were all surprised that these are issues we both share.

Last week the Whitcomb students that visited Akiruno shared how the schools and the behavior of students was different in Akiruno. We were surprised when the Akiruno Principal asked us how our students learned to be so enthusiastic and engaged! He also noted that our staff, especially Ms. Roach, were kind and patient with everyone.

Our visitors asked if the program would continue with a new mayor, and we assured them we are all committed to continuing the program.

3. Yondr Pouches: Last week the Whitcomb School implemented Yondr Pouches. Students physically always have their phones with them, but the pouches do not allow them to text, phone, or video during the school day. The staff, students, and families have all worked together to create a distraction free classroom environment.

Respectfully Submitted,
Mary Murphy
Superintendent of Schools



Marlborough Public Schools

R.J. Skaza • Assistant Superintendent of Teaching & Learning

District Education Center

25 Union Street, Marlborough, MA 01752

(508) 460-3509, ext. 13805 • rskaza@mps-edu.org

Assistant Superintendent of Teaching and Learning's Report to School Committee – Regular Session October 24th, 2023

Homeschooling:

As of October 2023, there is a decrease from last school year in the amount of Marlborough students who are being homeschooled. At the end of the 2022-2023 school year, there were 71 students who were homeschooled. To date this school year, there are 61. I will continue to update the School Committee on our homeschooling numbers periodically.

AP scholars & National Merit:

On Behalf of Principal Riley and the Marlborough Public Schools, I would like to congratulate the following students on their AP Scholar Awards.

Class of 2023 (Just Graduated)	
Name	Award
Bittencourt; Vinicius	AP Scholar
Clemons; Jackson T.	AP Scholar
Cruz; Jaqueline G.	AP Scholar
De Araujo; Filipe G.	AP Scholar
De Carvalho; Ana Luiza V.	AP Scholar
de Souza; Isabelle P.	AP Scholar
Femino; Peter S.	AP Scholar
Hennessy; Abigail V.	AP Scholar
Hurley; Connor M.	AP Scholar
Karachi; Adam L.	AP Scholar
Lowe; Megan C.	AP Scholar
Priest; Lydia C.	AP Scholar
Resnikoff; Tatyana S.	AP Scholar
Rivera; Thomas F.	AP Scholar
Scooler; Rachel D.	AP Scholar
Nie; Samantha W.	AP Scholar with Distinction
Corbin; Erik V.	AP Scholar with Honor
Devens; Emma E.	AP Scholar with Honor

www.mps-edu.org

It is the policy of the Marlborough Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity, age or disability in its education programs, services, activities or employment practices.



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Garner; Allison J.	AP Scholar with Honor
Banos; Alexandre L.	AP Scholar with Distinction
Bertone; Sofia	AP Scholar with Distinction
Carlman; Joseph C.	AP Scholar with Distinction
Castro; Eduardo A.	AP Scholar with Distinction
Charlwood; Julia G.	AP Scholar with Distinction
DeCruz; Peter R.	AP Scholar with Distinction
Gemal; Silas	AP Scholar with Distinction
Harris; Samuel P.	AP Scholar with Distinction
Horn; Joshua T.	AP Scholar with Distinction
Na Chiengmai; Chris	AP Scholar with Distinction
Nguyen; Kelly T.	AP Scholar with Distinction
Class of 2024 (Current Seniors)	
Name	Award
Bautista; Jordan	AP Scholar
Bernardes; Luiz Gustavo A.	AP Scholar
Brady; Scott	AP Scholar
Hyland; Thalia	AP Scholar
Khanderia; Risha	AP Scholar
Ren; Violet Y.	AP Scholar
Sweeney; Ryan J.	AP Scholar
Ziobro; Anika M.	AP Scholar
Ott; Alexis A.	AP Scholar with Honor

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SCHOOL COMMITTEE UPDATE - FINANCE & OPERATIONS

TO: MARY MURPHY, SUPERINTENDENT OF SCHOOLS
FROM: TOM LAFLEUR, DIRECTOR OF FINANCE & OPERATIONS
SUBJECT: SCHOOL COMMITTEE UPDATE
DATE: 10-24-2023

Tonight's update from Finance and Operations:

OSD Increase on Special Education Private School Tuition:

The Operational Services Division at the State's Executive Office for Administration and Finance has released a memo estimating that the authorized increase in special education private schools' tuition for FY25 will be 4.69%. This is down from 14% in FY23, with the average annual increase since 2011 has averaged 2%. I have included a copy of the memo in your packet.

This increase in special education tuition costs would have a significant impact on the District's FY25 operating budget. Assuming all out of district placements remain at the same schools, this increase would equal approximately \$200K in additional tuition costs.

If Special Education Collaboratives adjusts their tuition costs by a similar amount, the total new costs rise by approximately \$325K.

If left unchanged, the special education circuit breaker reimbursement program would absorb some of these increased costs in FY26, but the FY25 impact is currently unfunded and would be the responsibility of municipalities.

Food Services Participation:

Our foodservice program continues to see the benefits of universal school meals, with participation in school breakfast and lunch up since the pre-covid "normal" benchmark of FY20.

I will provide the School Committee with periodic updates on school meals participation rates district-wide, utilizing our last pre-Covid fiscal year as a benchmark. Below are the participation rates for September 2023.

September	FY20	FY24
Lunch Participation	56.9%	65.0%
Breakfast Participation	24.6%	36.7%

The district believes in providing our students with access to nutritious and appealing meals and will continue striving for a 75% participation rate in school lunch. I would like to remind families that school meals are included at no cost for all Marlborough students.

Bus Transportation:

We continue to struggle with bus transportation and the lack of drivers. We experience delays each day as buses are routed to address those routes without assigned drivers and to cover any additional routes that may be affected by driver call outs.

The district continues to communicate with NRT throughout the day beginning at 6:00 am to allow the schools to communicate potential delays to families as early as possible.

Our Human Resources Department is also assisting NRT in its recruiting by including NRT driver positions along with our internal efforts. We have received five applications to date which have been forwarded to NRT's Human Resource Department.

Respectfully submitted,

Tom Lafleur
Director of Finance and Operations



The Commonwealth of Massachusetts
Executive Office for Administration and Finance
Operational Services Division
Maura Healey, Governor
Kim Driscoll, Lieutenant Governor
Matthew Gorzkowicz, Secretary

Gary J. Lambert
Assistant Secretary for Operational Services

To: Matthew Gorzkowicz, Secretary
Executive Office for Administration and Finance

Commonwealth Superintendents

From: Gary J. Lambert, Assistant Secretary for Operational Services
Operational Services Division

Date: October 2, 2023

Re: **Estimated Rate of Inflation for Fiscal Year 2025**

The Operational Services Division is required by M.G.L. Chapter 7, Section 22N, to submit an "estimated rate of inflation for social service programs" to the Secretary of the Executive Office for Administration and Finance by October 1st of each year for consideration in preparation of the Governor's annual budget recommendation.

The Operational Services Division is also required by the above statute to notify Commonwealth Superintendents of this estimated rate of inflation for their use in planning for increases to Approved Private Special Education programs.

Attached is the Operational Services Division's analysis which results in an estimated rate of inflation of 4.69% for Fiscal Year 2025.

Should you or your staff require further information regarding the estimated rate of inflation, please contact Jacqueline Brown at (617) 720-3371.

cc: Chris Marino, Assistant Secretary for the Budget and Fiscal Operations, Executive Office for Administration and Finance
Danielle Cerny, Chief of Staff, Executive Office for Administration and Finance
Rick Mikulis, Chief Financial Officer
Mark Fine, Assistant Secretary of Administration



EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE

OPERATIONAL SERVICES DIVISION

ESTIMATED RATE OF INFLATION - FISCAL YEAR 2025

October 1, 2023

OPERATIONAL SERVICES DIVISION

COMPONENT	PERCENTAGE OF TOTAL EXPENSES	FACTOR	SOURCE	REFERENCE	ADJUSTED PERCENTAGE
PERSONNEL	49.91%	1.046	ECI	NORTHEAST	52.21%
PAYROLL TAX	4.40%	1.056	ECI	SERVICE OCCUPATIONS	4.65%
FRINGE BENEFITS	6.07%	1.056	ECI	SERVICE OCCUPATIONS	6.41%
OCCUPANCY	6.71%	1.076	CPI	BOSTON	7.22%
DIRECT CARE CONSULTANT	2.42%	1.046	ECI	NORTHEAST	2.53%
TEMPORARY HELP	0.23%	1.046	ECI	NORTHEAST	0.24%
CLIENTS & CAREGIVERS REIM.	4.30%	1.000	Note 1		4.30%
SUBCONTRACTED DIRECT CARE	7.74%	1.046	ECI	NORTHEAST	8.10%
STAFF TRAINING	0.18%	1.046	ECI	NORTHEAST	0.19%
STAFF MILEAGE/TRAVEL	0.33%	1.018	CPI	BOSTON	0.33%
MEALS	1.57%	1.091	CPI	BOSTON	1.72%
CLIENT TRANSPORTATION	1.21%	1.018	CPI	BOSTON	1.24%
INCID. MEDICAL/MEDICINE/PHAR.	0.09%	1.033	CPI	BOSTON	0.09%
CLIENT PERSONAL ALLOWANCES	0.22%	1.000	Note 1		0.22%
PROVISION MAT. GOODS/SVS./BEN.	1.05%	1.000	Note 1		1.05%
DIRECT CLIENT WAGES	0.13%	1.000	Note 1		0.13%
OTHER COMM. PROD/SVS.	0.05%	1.000	Note 1		0.05%
PROG. SUPPLIES/MATERIALS	1.18%	1.012	CPI	BOSTON	1.19%
OTHER EXPENSE	0.44%	1.051	CPI	BOSTON	0.46%
TOTAL DIRECT ADMIN EXP. (PROG.)	2.14%	1.051	CPI	BOSTON	2.25%
ADMINISTRATION	9.62%	1.051	CPI	BOSTON	10.11%
TOTAL	100.00%				104.69%

Note 1:

Inflation is not applicable for "pass through" items.

Percentage of Total Expenses:

The Percentage of Total Expenses is based on FY 2022 Uniform Financial Report data.

Sources:

ECI: The Employment Cost Index represents a 12 month average change to 6/30/22.

CPI: The Consumer Price Index represents a 12 month average change to 7/31/22.

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9A

**For School Committee Meeting of
October 24, 2023**

SUBJECT: Music Festival, Hershey PA

Person(s) preparing Agenda Item: Jonathan D. Rosenthal, Music Supervisor K-12
James Verdone, Band Director
Caleb Wheldon, Choral Director
Angie Crockwell, Orchestra Director

Title: Music Festival, Hershey PA

Listing of Attachments (supporting documentation):

Estimated Price and schedule

BACKGROUND:

Participation in music festivals is one of the most effective and valid methods of assessment for high school performing ensembles. Music groups from various school districts come together to showcase and compare skills, techniques, and repertoire they have learned and rehearsed throughout the school year. The out of state festival provides the added opportunities to travel, to meet and interact with students from all around the country with common talents and musical interests, and to be adjudicated by some of the country's finest educators and professional musicians. Since 1993, the Music Department has been proud to represent Marlborough High School at festivals in Williamsburg, VA, Toronto, Ontario, Orlando, FL, Virginia Beach, VA, and Washington D.C.

STATUS:

The Music Department and the MPS Music Association recognize the unique educational value of an out of state music festival. Next year we would like to travel to Hershey, PA. This festival offers students many educational opportunities such as adjudicated performances and a clinic conducted by professional educators. As you know, it is the belief of the Marlborough Public Schools that all students be given an opportunity to participate regardless of financial restraints. As a result, the Music Department will partner with the Music Association to fundraise to keep costs down for all and cover costs for those who qualify for financial assistance.

RECOMMENDATION:

That the School Committee approve the Music Festival to Hershey Park, PA from Friday, May 2, 2025, through Sunday, May 4, 2025, so that the music department can notify the students and their parents, officially register for participation and begin fundraising.

Recommended by:



Recommended by the Superintendent:



BENNETT STUDENT TRAVEL, INC.

Post Office Box 2205
Fitchburg, Massachusetts 01420

978-342-7188 - Phone
978-342-1579 - Fax
email: dougbennett64@hotmail.com

Marlborough High School Hershey Trip

May 2, 2025 – May 4, 2025

Full Package Includes:

- * Bus Transportation throughout the trip
- * 2 Nights Hotel Accommodations in Pennsylvania
- * 2 Breakfasts / 3 Lunches / 3 Dinners
- * Music Festival in Hershey, Pennsylvania
- * Touring and Sightseeing in Amish Country
- * Admission to Hershey Park
- * Broadway Show in New York City
- * All Travel Arrangements and Services
- * All Taxes and Gratuities

Estimated Price: \$700.00 per student/quad occupancy

Note - The final trip price cannot be set until everything is booked and under deposit and the exact number of students attending the trip has been determined.

Marlborough High School Hershey Trip

Tentative Schedule

Friday **May 2, 2025**

6:00 am	The buses will depart from Marlborough High School(Bfast provided by MHS)
12:30 pm	Amish luncheon at Miller's Smorgasbord Restaurant - Included
2:00 pm	Guided Tour of the Amish Farmlands
5:00 pm	Festival performances will begin at a school near Hershey, Pennsylvania
	Dinner at the festival site (subs and water) - Included
7:30 pm	The buses will depart from the festival for the hotel
8:00 pm	The group will arrive at the hotel - The Hampton Inn Harrisburg East
10:30 pm	Room Checks will be conducted by the chaperones

Saturday **May 3, 2025**

8:00 am	Wake Up calls will be made by the hotel
9:00 am	Breakfast buffet at the hotel - Included
10:15 am	The buses will depart from the hotel for Hershey Park
11:00 am	Admission into Hershey Park
	Lunch is on your own in Hershey Park (covered by the travel company)
	Music in the Parks Festival Awards Ceremony at Hershey Park
	Dinner is on your own in Hershey Park (covered by the travel company)
	Free time to visit Hershey's Chocolate World, including the Factory Store
9:00 pm	The buses will depart from Hershey for the hotel
10:30 pm	Room Checks will be conducted by the chaperones

Sunday **May 4, 2025**

7:00 am	Wake Up calls will be made by the hotel
7:45 am	Breakfast buffet at the hotel - Included
8:45 am	Load the buses at the hotel
9:00 am	The buses will depart from the hotel for New York City
12:00 pm	Arrival at Times Square in New York City
	Lunch is on your own in Times Square – (covered by the travel company)
2:00 pm	Attend a Broadway show in New York City
5:00 pm	The buses will depart from New York City for Marlborough
	Dinner stop on the way home – (covered by the travel company)
9:30 pm	Approx. arrival at Marlborough High School

Payment Schedule

Payment #1	\$125.00 per person	Due on October 10, 2024
Payment #2	\$125.00 per person	Due on November 10, 2024
Payment #3	\$125.00 per person	Due on December 10, 2024
Payment #4	\$125.00 per person	Due on January 10, 2025
Payment #5	Balance Due	Due on February 10, 2025

Cancellation Penalties

If an individual needs to cancel, the following penalty will apply based on the date that the cancellation is received in writing at our office.

Now	to	Oct 31, 2024	-	No Penalty
Nov 1, 2024	to	Nov 30, 2024	-	\$100.00 Penalty Per Person
Dec 1, 2024	to	Dec 31, 2024	-	\$200.00 Penalty Per Person
Jan 1, 2025	to	Jan 31, 2025	-	\$350.00 Penalty Per Person
Feb 1, 2025	to	Feb 28, 2025	-	\$450.00 Penalty Per Person
Mar 1, 2025	to	Apr 25, 2025	-	Full Amount Paid Penalty

Optional Cancellation Insurance

Optional cancellation insurance is available to individuals at an additional cost. This would allow for a full refund of the amount paid for the trip if the individual needed to cancel due to a covered physical illness or injury. Please note that this insurance will not cover a cancellation which is related to a pandemic or an epidemic. Further details about this insurance are available upon request.

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9B

**For School Committee Meeting of
October 24, 2023**

SUBJECT: FY24 Operating Budget Transfers

Person(s) preparing Agenda Item: Tom Lafleur

Title: Director of Finance and Operations

Listing of Attachments (supporting documentation):

Budget Transfers

BACKGROUND:

Operating budget transfers are being recommended within the FY24 operating budget.

STATUS:

The monies are being transferred for balance purposes.

RECOMMENDATION:

That the School Committee vote to approve the transfers, as recommended.

Recommended by:



Recommended by the Superintendent:



Marlborough Public Schools
School Committee Transfer Requests

Location: ECC

Location: ECC

From Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
\$177,223.00	(\$100,268.00)	40636P06	70109	Teacher ECC
\$2.00	(\$2.00)	40636P01	70203	ECC 10 Clerk
	(\$100,268.00)			

To Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
(\$96,964.00)	\$96,964.00	40636P16	70109	Teacher ELL
(\$3,299.00)	\$3,299.00	40636P17	70302	Para Educator
(\$5.00)	\$5.00	40636P01	70202	12 Month Clerk
	\$100,268.00			

Reason: Rebalancing accounts due to personnel changes

Marlborough Public Schools
School Committee Transfer Requests

Location: Goodnow

Location: Goodnow

From Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
\$121,576.00	(\$83,858.00)	41001101	70109	Teacher Grade 1
	(\$83,858.00)			

To Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
(\$70,789.00)	\$70,789.00	41001303	70109	Teacher Grade 3
(\$1.00)	\$1.00	41039E01	70115	Adjustment Counselor
(\$13,063.00)	\$13,063.00	41099E02	70110	Teaching Sub
(\$5.00)	\$5.00	41099E04	70202	12 Month Clerk
	\$83,858.00			

Reason: Rebalancing accounts due to personnel changes

Marlborough Public Schools
School Committee Transfer Requests

Location: Jaworek

Location: Jaworek

From Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
\$27,535.00	(\$27,535.00)	41501K01	70302	Para Educator
\$24,636.00	(\$24,636.00)	41501202	70109	Teacher Grade 2
\$10,440.00	(\$27.00)	41501101	70109	Teacher Grade 1
	(\$52,198.00)			

To Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
(\$1.00)	\$1.00	41501505	70109	Teacher Grade 5
(\$1.00)	\$1.00	41501K04	70109	Teacher Kindergarten
(\$1.00)	\$1.00	41509E01	70109	Teacher Health & Wellness
(\$1.00)	\$1.00	41544E01	70109	Teacher ELL
(\$2.00)	\$2.00	41544E03	70302	Para Educator
(\$47.00)	\$47.00	41599E13	70202	12 Month Clerk
(\$250.00)	\$250.00	41534E01	70321	Custodian
(\$5,172.00)	\$5,172.00	41539E01	70116	Counselor Stipend
(\$21,904.00)	\$21,904.00	41501404	70109	Teacher Grade 4
(\$24,819.00)	\$24,819.00	41506E01	70109	Teacher Technology
	\$52,198.00			

Reason: Rebalancing accounts due to personnel changes

Marlborough Public Schools
School Committee Transfer Requests

Location: Kane

Location: Kane

From Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
\$28,562.00	(\$28,562.00)	42001K04	70109	Teacher Kindergarten
\$35,893.00	(\$27,795.00)	42007E01	70109	Teacher Art
\$7,540.00	(\$7,540.00)	42001101	70109	Teacher Grade 1
	(\$33,562.00)			

To Account				
Curr. Available Balance	Amount	Org Code	Obj Code	Account Description
(\$4,198.00)	\$4,198.00	42001K01	70302	Para Educator
(\$8,011.00)	\$8,011.00	42044E01	70109	Teacher ELL
(\$8,801.00)	\$8,801.00	42006E01	70109	Teacher Technology
(\$9,325.00)	\$9,325.00	42001303	70109	Teacher Grade 3
(\$33,562.00)	\$33,562.00	42099E12	70202	12 Month Clerk

(\$63,897.00)

\$63,897.00

Reason: Rebalancing accounts due to personnel changes

Marlborough Public Schools

School Committee Transfer Requests

Location: Richer

Location: Richer

From Account

Curr. Available		Org	Obj	Account
Balance	Amount	Code	Code	Description
\$90,070.00	(\$42,231.00)	42501404	70109	Teacher Grade 4
\$30,500.00	(\$30,500.00)	42501303	70109	Teacher Grade 3

To Account

Curr. Available		Org	Obj	Account
Balance	Amount	Code	Code	Description
(\$4.00)	\$4.00	42599E13	70203	10 Month Clerk
(\$12.00)	\$12.00	42599E12	70202	12 Month Clerk
(\$182.00)	\$182.00	42540E02	70122	Behavior Tech
(\$457.00)	\$457.00	42538E01	70112	Nurse
(\$595.00)	\$595.00	42501K01	70302	Para Educator
(\$6,372.00)	\$6,372.00	42559E01	70109	Teacher Reading
(\$16,079.00)	\$16,079.00	42501202	70109	Teacher Grade 2
(\$23,307.00)	\$23,307.00	42506E01	70109	Teacher Technology
(\$25,723.00)	\$25,723.00	42501101	70109	Teacher Grade 1

(\$72,731.00)

\$72,731.00

Reason: Rebalancing accounts due to personnel changes

Marlborough Public Schools

School Committee Transfer Requests

Location: Whitcomb

Location: Whitcomb

From Account

Curr. Available		Org	Obj	Account
Balance	Amount	Code	Code	Description
\$79,757.00	(\$71,282.00)	43506M02	70109	Teacher Technology
\$68,429.00	(\$68,429.00)	43505M01	70109	Teacher Science

To Account

Curr. Available		Org	Obj	Account
Balance	Amount	Code	Code	Description
(\$1.00)	\$1.00	43528M01	70111	Librarian
(\$5.00)	\$5.00	43599M14	70202	12 Month Clerk Athletics
(\$26.00)	\$26.00	43599M04	70202	12 Month Clerk
(\$1,133.00)	\$1,133.00	43502M02	70501	IM ELA
(\$1,572.00)	\$1,572.00	43504M01	70109	Teacher Social Studies
(\$2,866.00)	\$2,866.00	43509M02	70109	Teacher Health & Wellness
(\$5,172.00)	\$5,172.00	43509M01	70114	Guidance Counselor
(\$26,146.00)	\$26,146.00	43502M01	70109	Teacher ELA
(\$30,774.00)	\$30,774.00	43507M02	70109	Teacher Art
(\$72,016.00)	\$72,016.00	43544M06	70109	Teacher ELL

(\$139,711.00)

\$139,711.00

Reason: Rebalancing accounts due to personnel changes and to cover ELA material shortage

Marlborough Public Schools

School Committee Transfer Requests

Location: High School

Location: High School

From Account

Curr. Available		Org	Obj	Account
Balance	Amount	Code	Code	Description
\$129,188.00	(\$129,188.00)	45502H01	70109	Teacher ELA
\$142,336.00	(\$63,591.00)	45544H01	70109	Teacher ELL
\$19,092.00	(\$19,092.00)	45538E01	70112	Nurse
\$14,663.00	(\$14,663.00)	45513H01	70114	Guidance
\$4,381.00	(\$4,381.00)	45513H01	70116	Guidance Stipend
\$4,058.00	(\$4,058.00)	45540H02	70122	BCBA
\$1,849.00	(\$1,849.00)	45534H01	70323	Night Custodian
\$1,237.00	(\$1,237.00)	45534H01	70322	Head Custodian
\$52.00	(\$52.00)	45506H01	70109	Teacher Technology
\$50.00	(\$50.00)	45534H01	70321	Custodian

To Account

Curr. Available		Org	Obj	Account
Balance	Amount	Code	Code	Description
(\$1.00)	\$1.00	45539H01	70115	Adjustment Counselor
(\$1.00)	\$1.00	48008D04	70109	Teacher
(\$55.00)	\$5.00	45599H12	70202	12 Month Clerk
(\$61.00)	\$61.00	45528H01	70111	Librarian
(\$106.00)	\$106.00	45508H01	70109	Teacher Music
(\$831.00)	\$831.00	48022D05	70654	Insurance
(\$1,005.00)	\$1,005.00	45513H02	70202	12 Month Clerk Guidance
(\$1,133.00)	\$1,133.00	45591H01	70313	Coach Softball
(\$3,398.00)	\$3,398.00	45599H04	70203	10 Month Clerk
(\$3,606.00)	\$3,606.00	45507H01	70109	Teacher Art

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
October 24, 2023**

SUBJECT: FY24 Superintendent's Goals

Person(s) preparing Agenda Item: Mary Murphy

Title: Superintendent

Listing of Attachments (supporting documentation):

Superintendent's Goals FY24

BACKGROUND:

At the October 10, 2023 meeting, DRAFT FY24 Superintendent Goals were shared with the School Committee.

STATUS:

The FY24 Superintendent's Goals have been finalized and are included.

RECOMMENDATION:

That the School Committee vote to approve the FY24 Superintendent's Goals.

Recommended by:

Recommended by the Superintendent:

Mary A. Murphy

Superintendent's Goals FY2024

Goal 1: (Student Learning Goal) Instructional Leadership

Through the continued implementation of the District Strategy for Improvement and District Improvement Plan, the Superintendent monitors and supports principals and instructional staff through observations and feedback to ensure that instructional practices in all settings reflect high expectations regarding content and quality of effort and work, engage all students, and are personalized to accommodate diverse learning styles, needs, interests, and levels of readiness.

Marlborough Public Schools is committed to at least 60% of our students in each grade level (K-10) meeting or exceeding their projected growth target as measured by the 2024 spring NWEA assessments in both math and reading. The Superintendent will monitor and assess progress across all schools and content areas to ensure that all instructional staff are supported to implement effective and rigorous standards-based units of instruction consisting of well-structured lessons with measurable outcomes.

Key Actions

1. The FY25 budget will continue to support the District's Strategy for Improvement.
2. By mid-November, the superintendent will complete with all principals and district administrators Steps 1 and 2 of the Educator Evaluation Cycle (Self-Assessment; Analysis, Goal Setting, and Educator Plan Development).
3. By the end of February, the superintendent will complete Formative Evaluation conferences with each principal and the district administrators the superintendent supervises.
4. Conduct at least bi-weekly visits at each school and walk-through classrooms with building principal.
5. During school visits, and monthly individual meetings with the principal, ask the principals to share their observation of instructional high expectations.
6. Review class and school wide NWEA growth and achievement with building principals during monthly individual meetings and district growth and achievement during district leadership meetings.
7. Monitor the frequency of principal visits to classrooms and review the quality of their feedback to teachers.
8. By June 30, complete Summative Evaluation Reports for district administrators and teacher/professional staff and analyze goal attainment.

Benchmarks

1. Calendar of administrative team meetings (process).
2. Completed Educator Plans (process).
3. Log demonstrating at least biweekly visits per school (process).

4. Log demonstrating frequency of principal visits to classrooms (process).
5. Analysis of principal feedback to teachers (outcome).
6. Analysis of Summative Evaluation Reports demonstrates meets or exceeds rating on 95 percent of district administrator and teacher/professional staff goals (outcome).
7. Completed School Improvement Plans aligned with goals identified in the District Strategy for Improvement (outcome).

Goal 2: (Professional Practice) New Superintendent Induction Program. Continue to develop skills in strategy development, data analysis, and instructional leadership by completing the second year of the New Superintendent Induction Program and earning at least Proficient ratings on each major assignment.

Key Actions

1. Attend four daylong sessions and five half day sessions.
2. Complete all assignments.
3. Consult with my assigned coach up to four hours monthly.

Benchmarks

1. Calendar documents attendance and contact with coach (process).
2. Rubric rating on each assignment demonstrates proficiency (process and outcome).

Goal 3: (District Improvement) During the 2023-2024 school year, I will support, monitor, and assess principals' proficiency to support educators' incorporation of the MPS 6 EL instructional strategies designed to improve student comprehension and instructional practices and assess their impact on student growth and achievement.

Key Actions

1. During school visits, observe classrooms with the principal and share evidence of implementation of SEI strategies as outlined in the district's goal.
2. Review class and school-wide implementation of SEI Strategies with building principals during monthly individual meetings. Review and provide feedback to principals on action plans and revisions to these plans to support educators to meet their goals.
3. Review principal's school-wide assessment data, and the impact of school specific actions to growth and achievement.

Benchmarks

1. Schedule of meetings with principals (process).
2. Superintendent/Principal data meetings scheduled throughout year (process).
3. Revised School Improvement Plans reflecting new goals based on school and classroom specific data (outcome).

Goal 4: (District Improvement) The Superintendent will support the learning and growth of all students and the success of staff by leading the principals to identify, implement, monitor, and revise school and classroom expectations. The Superintendent will lead the district leadership team to assess the success of the August-February implementation and create a plan that includes revisions, if needed, by May 2024.

Key Actions

1. By August 2023 provide professional development to building based and district leaders on PBIS and setting school-wide expectations.
2. By September 2023, ensure that all building leaders include an overview of the school-wide expectations to all staff and share plan for when expectation lessons will be taught to preK-12 students.
3. Provide consultant to building leaders and teams to support consistent district-wide implementation of PBIS.
4. By January 2024, implement district-wide common discipline responses.

Benchmarks

1. Summer trainings completed (process).
2. Consultant identified and supporting school teams(process).
3. Common PBIS model, expectations, and discipline procedures implemented district-wide (outcome).

Goal 5: (District Improvement) The Superintendent will support the learning and growth of all students and the success of staff by leading the principals to develop systems and supports improve student attendance. The Superintendent will lead the district leadership team to assess the success of the August-May implementation and create a plan that includes revisions, if needed, by July 2024.

Key Actions

1. During the summer of 2023, meet with leadership team to create a district-wide common system and expectation to track, document, and communicate with students and family's attendance issues.
2. Create common model for school-based attendance meetings.
3. Provide TalkingPoints to staff to communicate with families.

Benchmarks

1. District-wide common attendance letters, family outreach timelines, and tracking of attendance data (process).
2. District Leadership Team agenda with attendance progress noted(process).
3. School attendance targets met(outcome).

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
AND ACTION COMPILATION SHEET**

**Agenda Item #9D Gifts/Grants
for School Committee Meeting
of October 24, 2023**

SUBJECT: Gifts/Grants to MPS from various sources

Person(s) preparing Agenda item: Patricia Sibilio on behalf of Marlborough Public Schools Staff

Listing of Attachments: Gift/Grant forms:

Grantor/Donor	Beneficiary and Purpose	Amount/Value
1. Shaw's Supermarket	Richer Elementary School	\$ 28.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
2.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
3.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
4.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
5.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
6.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
7.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
8.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		

RECOMMENDATION: That the School Committee accept these gifts and grant monies.

Recommended by the Superintendent: signature on file

Listing of votes attested to by the Chair, Mayor Arthur Vigeant, or the person acting as chair,

_____ Date October 24, 2023

(name of person if other than Mayor)

Original to Grants Manager, copy to Secretary

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9D

**For School Committee Meeting of
October 24, 2023**

SUBJECT: Acceptance of Shaws Supermarket monetary donation

Person(s) preparing Agenda Item: Olivia Taralli

Title: Administrative Assistant

Listing of Attachments (supporting documentation):
Notification

BACKGROUND:

Richer Elementary School received a monetary donation from Shaws Supermarket as part of the Give Back Where it Counts program

STATUS:

Richer Elementary School has received a monetary donation from Shaws Supermarket. The check is for \$28.00 and is requested to be deposited in the Richer School activity fund.

RECOMMENDATION:

That the school committee accept, with gratitude, the donation of grant

Recommended by:

Lisa Richards

Recommended by the Superintendent:

Mary A Murphy



MPS Form GR-3 rev 10/2021
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
25 Union Street Marlborough, MA 01752

Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be emailed as an attachment to: psibilio@mps-edu.org and krundlett@mps-edu.org and a hard copy, with signature, sent via interoffice to Karen Rundlett, DEC

ATTACH ALL PERTINENT DOCUMENTATION check, correspondence received with gift, etc.

Person Submitting: Olivia Taralli

Date: 10-16-23

Position: Administrative Assistant

Building: Richer Elementary School

Coordinating Principal/Director/Teacher: Lisa Richards, Principal

Funding Source (foundation, corporation, person, etc.): Shaws Supermarket

Amount of Gift: \$28.00

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$

Description of Donated Goods:

Funds raised by the community for Richer School as part of the Give Back Where it Counts program

Describe Purpose or Conditions of Gift:

To Richer Elementary School

Describe How Gift Will be Spent:

Student activities

Lisa Richards

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

Mary A Murphy

School Committee – Date of Meeting: October 24, 2023