

CITY OF MARLBOROUGH MEETING POSTING

RECEIVED
CITY OF MARLBOROUGH

Meeting Name: MPS SCHOOL COMMITTEE MEETING

2022 NOV -3 PM 3:03

Date: TUESDAY, NOVEMBER 8, 2022

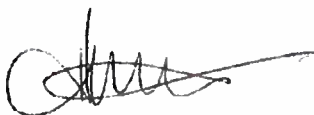
Time: 7:30 PM

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 Student Services & Equity Report
7. Acceptance of Minutes
 - A. Minutes of the October 25, 2022 School Committee Meeting
8. Public Participation
9. Action Items/Reports
 - A. FY24 Budget Calendar
 - B. Acceptance of Donations 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: 11/08/2022

1. District Enrollment Update: I want to update the school committee on the district's current enrollment. On September 9, 2022, I reported an enrollment of 4782 students. Below is the complete district enrollment as November 2, 2022:

November 2, 2022
8:01:01 AM

**2022-2023 Marlborough Schools Active Enrollment
District Schools**

	Total	Early Childhood Center	Charles Jaworek Elementary School	Francis J. Kane Elementary School	Richer Elementary School	Goodnow Brothers Elementary School	1LT Charles W. Whitcomb School	Marlborough High School	Marlborough Alt. Ed
Total	4849	208	677	503	547	790	1050	1046	28
PK	208	208							
KF	413		119	86	84	124			
01	450		126	98	92	134			
02	438		103	88	99	148			
03	419		125	83	87	124			
04	424		112	79	103	130			
05	373		92	69	82	130			
06	300						300		
07	370						370		
08	380						380		
09	241							241	
10	291							291	
11	250							236	14
12	287							273	14
SP	5							5	

All data based on Aspen records as of 11/2/2022

Current elementary class sizes:

Jaworek Elementary							Kane Elementary						
Grade	Actual FY22			Actual FY23			Grade	Actual FY22			Actual FY23		
	Actual	Classes	Avg	Enroll	Classes	Avg		Actual	Classes	Avg	Enroll	Classes	Avg
KF	113	6	18.8	119	6	19.8	KF	83	4	20.8	86	4	21.5
1	108	5	21.6	126	6	21.0	1	88	4	22.0	98	5	19.6
2	117	6	19.5	103	5	20.6	2	82	4	20.5	88	4	22.0
3	105	6	17.5	125	6	20.8	3	80	4	20.0	83	4	20.8
4	92	5	18.4	112	5	22.4	4	73	4	18.3	79	4	19.8
5	102	5	20.4	92	5	18.4	5	88	4	22.0	69	4	17.25
Totals	637	33	19.3	677	33	20.5	Totals	494	24	20.6	503	25	20.1

Richer Elementary							Goodnow Bros. Elementary						
Grade	Actual FY22			Actual FY23			Grade	Actual FY22			Actual FY23		
	Actual	Classes	Avg	Enroll	Classes	Avg		Actual	Classes	Avg	Enroll	Classes	Avg
KF	81	5	16.2	84	5	16.8	KF	116	6	19.3	124	6	20.7
1	104	5	20.8	92	4	23.0	1	133	6	22.2	134	6	22.3
2	84	5	16.8	99	5	19.8	2	129	6	21.5	148	7	21.1
3	103	5	20.6	87	5	17.4	3	118	6	19.7	124	6	20.7
4	78	4	19.5	103	5	20.6	4	129	6	21.5	130	6	21.7
5	75	4	18.8	82	4	20.5	5	113	5	22.6	130	6	21.7
Totals	525	28	18.8	547	28	19.5	Totals	738	35	21.3	790	37	21.4

2. Changes to M. G. L. c. 71, § 37H ¾: In August all district administrators and teacher leaders participated in a full-day training focused on bullying and student discipline. On November 9, 2022, schools will need to be in compliance with a new, amended version of M. G. L. c. 71, § 37H ¾. The updated statute requires that prior to suspending or expelling a student, principals, or their designees, will be required to use alternatives to removal (e.g., mediation, restorative justice, conflict resolution, etc.), and must document the use and results of such alternatives. We are being advised that this new requirement appears to apply to both in-school and out-of-school suspensions under M.G.L. c. 71, § 37H ¾. All school leaders are being provided a new training, as well as new updated forms and resources.

2. Staffing Update: I plan on updating the committee on current open positions and recruitment efforts.

Respectfully Submitted,
 Mary Murphy
 Superintendent of Schools



Marlborough Public Schools

Jody O'Brien • Assistant Superintendent of Student Services & Equity
 25 Union Street, Marlborough, MA 01752
 (508) 460-3509 ext. 13820 • jobrien@mps-edu.org

Assistant Superintendent of Student Services & Equity Report to School Committee Regular Session November 8, 2022

Marlborough Public Schools is in the process of submitting our October 1 student data report to DESE. Below is an overview of some of the data highlights in comparison to student data from October 1, 2020 & 2021.

	October 2020	October 2021	October 2022
Total Enrollment	4795	4755	4765
Homeschool	69	64	62
EL students (K-12)	1146	1235	1453
Special education students	834	791	733
Students in Foster Care	7	14	18
McKinney-Vento students	40	32	47

Historical Out of District Special Education Placement Breakdown:

	Total # OOD	Collaborative	Private Day	Residential
October 2019	62	23	31	8
October 2020	55	24	28	3
October 2021	52	22	28	2
October 2022	51	20	30	1

Historical English Learner Breakdown:

	Goodnow	Jaworek	Kane	Richer	Whitcomb	MHS/METAS
Total # EL 2021	268	237	120	184	187	213/26
Total # EL 2022	311	282	142	195	234	266/19
Total # EL Level 1&2 2021	109	119	64	71	98	124/16
Total # EL Level 1&2 2022	137	157	72	89	125	162/9
Pending EL Enrollment	10	4	1	4	6	16/0

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- There has been a consistent increase in the number of English Learner students enrolling in the district. The additional EL staff positions in the FY23 budget have been able to meet the instructional needs of the student increases.
- Special education out of district placements has been stable over the last three years. As Mr. Dias stated in his last school committee report this would be an increase of \$475,000-\$650,000 in the FY24 budget, dependent upon the collaborative program's tuition increases.
- We continue to have additional families identified as homeless on an on-going basis due to loss of housing or economic hardship. We have seen an increase in the number of families since this time last year. Our wrap around service staff is immediately reaching out to these families to provide support.
- The district continues to receive an increase in notification from DCF that Marlborough students are being placed in foster placements in other cities and towns. The availability of transportation still is challenging this year and students are on waiting lists with transportation vendors. DCF social workers are collaborating to provide assistance in order to keep the child enrolled in MPS for consistency.

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Call to Order

October 25, 2022

1. Michelle Bodin-Hettinger called the regular meeting of the Marlborough School Committee to order at 7:30 p.m. at 17 Washington Street, Marlborough, MA. Members present included Daniel Caruso, Katherine Hennessy, Earl Geary, and Denise Ryan. Heidi Matthews joined the meeting remotely. Also present were Superintendent Mary Murphy, Assistant Superintendent of Teaching and Learning, Robert Skaza, Assistant Superintendent of Student Services and Equity, Jody O'Brien, and Director of Finance and Operations, Douglas Dias. Additionally, MEA Representative Eileen Barry and Student Advisory Representative Jessica Rosenzweig were present.

This meeting is being recorded by local cable, WMCT-TV, and is available for review.

2. **Pledge of Allegiance:** Mrs. Bodin-Hettinger led the Pledge of Allegiance.
3. **Presentation:** None.
4. **Committee Discussion/Directives:** None.
5. **Communications:** None.
6. **Superintendent's Report:**
Superintendent Murphy reported that Whitcomb's School Principal, Angela House, will be taking a leave from early December through late February. Therefore, Rick Lacina, the current Kane School Assistant Principal, will take over Ms. House's position during her leave. Following this, Lauren Yurkus, the Kane School ETL, will take over Mr. Lacina's current position, and then Madeline VanBuskirk, the current school psychologist, will assume Ms. Yurkus' current position. These position changes will only be for the duration of Ms. House's leave; Whitcomb and Kane staff are aware of these upcoming shifts in leadership.

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Superintendent Murphy shared that she and Dr. Skaza hold a monthly WMCT show, “Superintendent’s Corner” to reach and communicate with more community members. Mrs. Murphy provided a brief overview of the October show for the committee; four staff members, Karen Riviera, Lindsay Castro, Michelle Smith-Packard, and Kayla Flaherty-Dawson, spoke on the show about the supports they provide to students, families, and staff. The November meeting will revolve around homework across all grade levels. Superintendent Murphy noted that episodes can be accessed after they air as well.

A. Assistant Superintendent of Teacher & Learning Report

Dr. Skaza, the Assistant Superintendent of Teacher and Learning, provided an update on the district’s restorative justice training.

Dr. Skaza outlined the different tier supports within the training. Tier 1 focuses on community building, Tier 2 is for harm and conflict resolution, and Tier 3 targets high impact behaviors. Each tier is described in detail in Dr. Skaza’s report. He noted that the restorative justice trainings are provided by The Center for Restorative Justice at Suffolk University.

Dr. Skaza and Mr. Caruso discussed the logistics of the small circle concept in Tier 2. Dr. Skaza introduced Mr. Sanborn to discuss the next steps regarding the discontinuation of the Journeys resource and the transition to the program produced by Houghton Mifflin. Currently, grades 6-12 are piloting ELA curriculum resources; Mr. Reyes will join the committee at an upcoming meeting to report on this.

Mr. Sanborn, the Director of Elementary Curriculum and Instruction, highlighted the transition process from the Journeys resource. The Into Reading program will be the core ELA curriculum for reading and writing beginning the Fall of 2023.

Mrs. Bodin-Hettinger asked a few questions on behalf of Chairman Vigeant.

Superintendent Murphy articulated the rationale behind selecting the Into Reading program to take the place of Journeys.

B. Director of Finance & Operations Report

Mr. Dias, the Director of Finance and Operations, reported that the Operational Services Division at the State’s Executive Office for Administration and Finance has authorized the increase in special education private schools’ tuition for FY24. This increase will impact the district’s FY24 operating budget. The specific potential impact is detailed in Mr. Dias’ report.

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Mr. Dias shared that the breakfast and lunch participation rates for FY23 have increased compared to the FY20 participation (pre-COVID). The district continues to strive for a 75% participation rate.

Mr. Dias provided a transportation services update, which is not much different than that of two weeks ago. There are six open routes, and one other route has a long-term absence. As of this afternoon, four drivers were supposed to take the CDL, but Mr. Dias received a notice that two drivers backed out right before the meeting. Therefore, there are only two drivers for Marlborough taking the CDL test this week.

Mrs. Bodin-Hettinger reminded the committee that the upcoming MASC conference will allow delegates to voice their concerns over the bussing issue to individuals in leadership positions that will be in attendance.

Committee members discussed the increase in special education private schools' tuition for FY24.

Mr. Dias discussed how the strike at our food supplier, Sysco, minimally impacted the district.

Mrs. Matthews noted that Sysco settled five days ago, so there is no longer a strike.

In response to a question asked by Mr. Geary, Mr. Dias explained that the bus driver shortage is hitting Marlborough harder than some other districts for a few reasons.

7. Acceptance of Minutes:

A. Minutes of the October 11, 2022 School Committee Meeting

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to approve these minutes.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.

8. Public Participation: None.

It should be noted that members of the public may provide comment via email before the meeting to superintendent@mps-edu.org. Public participation is a time for your comments to be heard by the committee; it is not a question-and-answer session.

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9. Action Items/Reports

A. Acceptance of Donations and Gifts

Donor's Choose. At Goodnow Elementary School, Ms. Sequenzia's classroom received \$470.54 and Ms. Thresher's classroom received \$253.03.

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.

Donor's Choose. At Goodnow Elementary School, Ms. Holdman's classroom received \$264.33 and Ms. Sheets' classroom received \$55.88.

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.

MA DESE FY23 FC460 Early College Support. MPS received \$40,200.00 through this grant.

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.

MA DESE FY23 FC175 Early College Full Expansion. MPS received \$8,000.00 through this grant.

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.



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MA DESE FY23 FC209 Improving Ventilation & Air Quality. MPS received \$954,408.00 through this grant.

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to approve this donation.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy reported that the Policy Sub-Committee has a few more policies to review before starting the process all over again. The committee should expect an email from them soon.

11. Members' Forum:

Mrs. Matthews has reviewed the warrant and asked another member to sign it.

Mrs. Hennessy shared that MIAA is discussing the logistics of the seating processes for tournaments.

Mrs. Bodin-Hettinger shared that she was able to attend the Reality Fair again. She mentioned that the Rotary Club made it more accessible to EL students this year too.

12. Adjournment:

Motion made by Mrs. Ryan, seconded by Mrs. Bodin-Hettinger to adjourn at 8:43 p.m.

Motion passed 6-0-0. Roll call vote was taken. Yes: Bodin-Hettinger, Caruso, Geary, Hennessy, Matthews, and Ryan.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Heidi Matthews', is written over a faint, large watermark of a graduation cap.

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

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

Agenda Item # 9A

**For School Committee Meeting of
November 8, 2022**

SUBJECT: FY24 Budget Calendar

Person(s) preparing Agenda Item: Douglas Dias

Title: Director of Finance & Operations

Listing of Attachments (supporting documentation):

BACKGROUND:

District administration proposes a calendar for the development and presentation of the district budget on an annual basis.

STATUS:

A budget calendar has been developed and is ready for the School Committee's consideration.

February 14: Superintendent's budget delivered to School Committee

March 1: Budget workshop at 6:00 PM to review the Superintendent's budget request

March 14: School Committee agrees on FY24 budget figure for Public Hearing posting

March 28: Public Hearing on the proposed budget; Vote for budget in regular session

April 3: School Committee FY24 Budget sent to Mayor and City Council

RECOMMENDATION:

That the School Committee vote to approve the FY24 Budget Calendar, as submitted.

Recommended by:



Recommended by the Superintendent:



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

**Agenda Item #9B Gifts/Grants
for School Committee Meeting
of November 8, 2022**

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. FC216 Teacher Diversification Pilot Grant	MPS	\$ 7,644.00
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 November 8, 2022

(name of person if other than Mayor)

Original to Grants Manager, copy to Secretary

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

Agenda Item # 9B

**For School Committee Meeting of
November 8, 2022**

SUBJECT: FY23 FC216 State Competitive funded Teacher Diversification Pilot Program \$7,644.

Person(s) preparing Agenda Item: Karen Rundlett

Title: Grants Manager

Listing of Attachments (supporting documentation):

Grant Budget

BACKGROUND:

Director of Human Resources Patricia Brown applied for and was awarded funding for this competitive grant through the State of Massachusetts. The grant is designed to support local school districts in their efforts to strengthen and diversify exiting and recruitment and retention programs.

STATUS:

The grant was awarded in the amount of \$7,644 to be expended by the end of September 2022.

RECOMMENDATION:

It is recommended that the School Committee accept the State Grant funding on behalf of the Marlborough Public Schools.

Recommended by:

Karen Rundlett

Recommended by the Superintendent:

Mary A. Murphy

Budget Entry

Response to this field is only required when amending the grant

Please explain the reason for amending your grant. When making a budget change, please identify the line number and the amount changed.

Response:

Budget Information

ALLOCATION OF FUNDS

1. Administrator Salaries:	Comments	# of Staff	FTE	MTRS	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

2. Instructional/Professional Staff Salaries:	Comments	# of Staff	FTE	MTRS ¹	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

3. Support Staff Salaries:	Comments	# of Staff	FTE	MTRS ¹	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

4. Stipends:	Comments	# of Staff	Rate	Rate Type	MTRS ¹	Amount	Select a Primary Function
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		
Sub-Total						\$0	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

5. Fringe Benefits:	Comments	Amount
5-a MA Teachers' Retirement System (Federally-Funded Grants Only)		\$0
5-b Other		
Health Insurance		
Other Retirement Systems		
Federal Insurance Contributions Act (FICA)		
Other (Explain)		
Sub-Total		\$0

6. Contractual Services: Indicate the services to be provided and the rate to be paid per hour or per day.	Comments	Rate	Rate Type	Amount	Select a Primary Function

Sub-Total				\$0	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.	Comments	Amount	Select a Primary Function
Textbooks and Related Software/Media/Materials	Books and Supplies	\$1,443	Teacher Diversification Pilot Program FC216
Sub-Total		\$1,443	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

8. Travel: Mileage, conference registration, hotel, and meals.	Comments	Amount	Select a Primary Function
Sub-Total		\$0	

If "Other" has been selected above, you must provide details in the corresponding Comment sections.

9. Other Costs: Please indicate the amount requested in each category.	Comments	Amount	Select a Primary Function
Other	QCC Tuition	\$4,050	Teacher Diversification Pilot Program FC216
Student Transportation Services	Transporting Students	\$2,151	Teacher Diversification Pilot Program FC216

Sub-Total		\$6,201	

11. Equipment: List only items costing \$5,000 or more per unit.	Comments	Amount	Select a Primary Function
Instructional Equipment			
Non-Instructional Equipment			
Sub-Total		\$0	

Total Activity Funds Requested: \$7,644