

Goal 1: Review and Update all School Committee Policies/Protocols

Goal: The policies and protocols are critical areas that the School Committee must remain current. The policies must be kept current yearly with the Massachusetts General Laws (that pertain to schools) and with any regulations from the Massachusetts Department of Elementary and Secondary Education (DESE).

- Policy SubCommittee will review all School Committee policies/procedures to ensure they are aligned with legal, MASC, and/or DESE requirements.
 - Suggest updates to any out of date policies/procedures.
 - Request assistance from Legal or MASC as needed.
- Organize the policy folder on the School Committee website to allow for an easy-to-follow identification process for the community.

Checkpoints expected to be provided to the full School Committee following each Policy Sub-Committee meeting.

Expected Date of Completion: June 2025

Goal 2: Enhance and Improve SC Communications

Goal: The Marblehead School Committee will develop a detailed plan on ways and opportunities to improve and enhance the communications provided to the community. These communications will work toward developing further transparency, but also greater reach of communications.

- Create a Communications SubCommittee
- Develop a template for SC monthly newsletter
- Improve the SC Website
- Provide School Committee meeting minutes within a month of meeting date
- Draft a proposal for the management of public comment response
- Identify potential improvements for School Committee meetings
 - Schedule an additional teamwork/communications MASC workshop
- Create short surveys on a quarterly basis to ensure to gather updated community feedback
- Develop a plan to improve relationship with local media
 - Contact Marblehead Current and Marblehead Weekly and MHTV

Check points at School Committee Meetings during sub committee report outs

Goal 3: Improve the documentation and communication of the Marblehead Public School budget process to provide additional opportunities for transparency and understanding among the community.

Goal: A clear understanding of the budgeting process is needed. The budget books are available online, providing line item level detail to the community. In an effort to further partner with the community, the SC will work to improve communications and understanding around the MPS budgeting process. There are many misconceptions about how the budgeting process works.

- Develop an outline of the MPS budgeting process
 - Present outline at the beginning of each budget season
- Create budget primer to include:
 - Process used to develop budget
 - Where numbers are derived
 - Required timetable set by the Superintendent
 - Purpose of meetings with Finance Committee
 - Definition of terms
 - Explanation of Budget Sub-Committee roles and responsibilities
- Develop a one page cheat sheet
 - Identify gaps and additional available data points
- Identify opportunities to update/improve any budget process related policies/procedures as needed

Checkpoints expected at the full School Committee meeting once a month.

Expected Date of Completion: March 2025