

AMENDED AGENDA

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A § 20 Act relative to extending certain COVID-19 measures adopted during the state of emergency

Marblehead School Committee

Name of Board or Committee

Address: Marblehead High School – Library at 2 Humphry St. Marblehead MA 01945

OR

Zoom Conference join via the web link or Dial in

<https://marbleheadschoools-org.zoom.us/j/99975493631?pwd=Y0pHWVM2YitBZXN0U2ZyTk1OMzh4dz09>

Meeting ID: 999 7549 3631

Password: 873255

Dial in Phone #1 646 931 3860

Thursday	December	7th	2023	7:00 pm
Day of Week	Month	Date	Year	Time

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

I. Initial Business

- a. Call to Order
- b. Commendations
- c. Public Comment

II. District Updates – Dr Theresa McGuinness

- a. Dr. Jane Tremblay – New Superintendent Induction Program
- b. FY25 budget status update

III. Consent Action and Agenda Items

- a. Schedule of Bills (vote)
- b. Approval of Minutes (vote)

IV. School Committee Communication and Discussion Items

- a. Village Scoreboard Donation request
- b. School Committee Operating Protocols (vote)
- c. Subcommittee and Liaison Updates and discussion

V. Closing Business

- a. New Business- School Committee Announcements and Requests
- b. Correspondence

VI. Motion and Vote pursuant to Massachusetts General Laws chapter 30A, Section 12 (a) for purpose (3), to conduct strategy sessions with respect to collective bargaining requested, and litigation threatened, in the MEA letter dated 12/6/2023, where the Chair declares that an open meeting may have a detrimental effect on the position of the Committee with the intent not to return to open session.

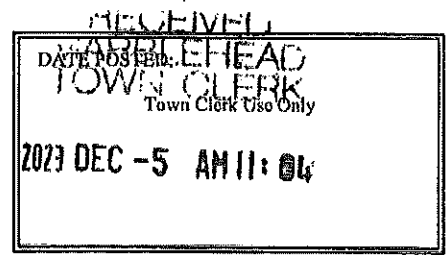
Executive Session

The Marblehead School Committee will be entering executive session pursuant to Massachusetts General Laws chapter 30A, Section 12 (a) for purpose (3), to conduct strategy sessions with respect to collective bargaining requested, and litigation threatened, in the MEA letter dated 12/6/2023, where the Chair declares that an open meeting may have a detrimental effect on the position of the Committee with the intent not to return to open session.

Hybrid Meeting Notice: Members of the public are welcome to attend this in-person at 2 Humphrey St. Marblehead MA 01945 or by the remote zoom connection provided. Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Sarah Fox
Posted by: Sarah Fox
Date: 12/7/2023



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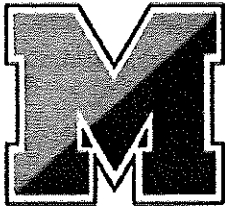
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 - a. Village Scoreboard Donation request
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Chairperson: Sarah Fox
Posted by: Sarah Fox



Marblehead Public Schools

9 Widger Road
Marblehead, Massachusetts 01945
Phone: (781) 639-3140

Dr. Theresa B. McGuinness
Interim Superintendent of Schools

Ms. Julia Ferreira
*Assistant Superintendent of
Teaching & Learning*

Ms. Michelle Cresta
*Assistant Superintendent of
Finance & Operations*

Dr. Paula Donnelly
Director of Student Services

MEMORANDUM

TO: Marblehead School Committee
FROM: Michelle Cresta
DATE: December 6, 2023
RE: Schedule of Bills for Approval

Included in this packet are the following Schedules of Bills for your consideration. The schedules and invoices have been uploaded to the shared drive.

Schedule	Amount
24397	\$ 5,221.02
24398	\$ 20,142.08
24406	\$ 207,103.30
24407	\$ 25,986.88
24408	\$ 3,563.85
24409	\$ 83,227.95
TOTAL	\$ 345,245.08

Suggested Motion:

Motion to approve the identified schedules of bills totaling \$345,245.08.

Record of the Marblehead School Committee Meeting
Friday August 18, 2023
9:30AM

Members Present: Sarah Fox, Brian Ota, Jennifer Schaeffner, Alison Taylor

Also Present: David DeRuosi and Carolyn Burke (NESDEC Members)

I. Call to Order

Ms. Fox called the meeting to order at 9:37AM

II. Presentation and Information Session on Superintendent Search from NESDEC New England School Development Corporation-David DeRuosi and Carolyn Burke

- Works with School Communities across New England
- They are assisting us with our Interim Superintendent Search
- David DeRuosi begins the presentation
 - David explains how NESDEC will post the Interim Superintendent opening in Marblehead on a number of their websites
 - Carolyn is our Lead team member
 - She will work with the screening committee to set up interviews and complete these interviews
 - Sarah asks if there is a fee involved with this search process
 - David explains that there is no additional cost associated with the Interim Superintendent Search
 - Sarah asks, in David's experience, at what point do the majority of candidates apply for the position after it is posted. Does it typically occur in the first few weeks and if we were to narrow our posting to three weeks would that narrow our pool of candidates?
 - David indicates in his experience in three to four weeks that the position would be posted we would likely get all of our interest up front
- Carolyn begins to speak about the screening committee and what occurs after the job posting
 - Carolyn explains the need for some of the interviews with the Screening committee to occur in an Executive Session
 - Carolyn also explains that the full school committee is not able to make up the entirety of the screening committee
 - The search committee is comprised of two school committee members, an Administrator, a Teacher and a Parent
 - Carolyn discusses the permanent Superintendent search and when to begin this in relation to when we would want the permanent Superintendent to begin

Ms. Schaeffner asks for a motion to move forward with retaining NESDEC (New England School Development Corporation) to aide us in the search for an Interim Superintendent of Marblehead Public Schools

Moved by Jennifer Schaeffner and seconded by Brian Ota

Opened up for Discussion-None

Ms. Shaeffner, Mr. Ota, Ms. Alison Taylor and Ms. Fox -All Yes

A roll call vote was taken, and the motion passes 4-0

Ms. Fox asks for a motion to enable the chair to work with Carolyn Burke to approve the Announcement Letter

Moved by Jennifer Shaeffner and seconded by Brian Ota

Opened up for Discussion-None

Ms. Shaeffner, Mr. Ota, Ms. Alison Taylor and Ms. Fox -All Yes

A roll call vote was taken, and the motion passes 4-0

III. Public Comment

- Chris Prule-West Shore Drive
 - Asks for information or cost associated with the permanent Superintendent search and if that information
 - He also asks if the School Committee meetings during the year will be on a more scheduled basis so that all Committee members as well as the general public will be able to attend

IV. Adjournment

Meeting is adjourned at 10:33AM by School Committee Chair Ms. Fox

Respectfully Submitted,
Allison McMahon, Secretary
Marblehead School Committee

DRAFT

PUBLIC GIFTS TO THE SCHOOLS

The Superintendent will have authority to accept gifts and offers of equipment for the schools in the name of the Committee when the gift is of educational value. In the case of gifts from industry, business, or special interest groups, no extensive advertising or promotion may be involved in any donation to the schools.

Gifts that would involve changes in school plants or sites will be subject to School Committee approval.

Gifts will automatically become the property of the school system. Any gift of cash, whether or not intended by the donor for a specific purpose, will be accepted by vote of the School Committee, handled as a separate account and expended at the discretion of the Committee, as provided by law.

The Committee directs the Superintendent to assure that an appropriate expression of thanks is given all donors.

SOURCE: MASC October 2016

LEGAL REF.: M.G.L. 71:37A

ADVERTISING IN THE SCHOOLS

The School Committee may grant permission for advertising of commercial products or services in school buildings or on school property under guidelines or regulations it may approve. Otherwise, no advertising of commercial products or services will be permitted in school buildings or on school property. Publications of the school system will not contain any advertising. However, this will not prevent advertising in student publications that are published by student organizations, subject to administration controls, or the use of commercially-sponsored, free teaching aids if the content is approved by the administration.

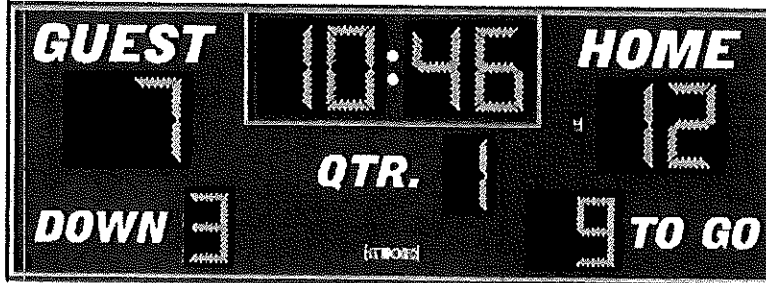
Solicitation of sales or use of the name of the school system to promote any product will not be permitted by the Committee.

SOURCE: MASC October 2016

CROSS REF.: JP, Student Gifts and Solicitations
KHA, Public Solicitations in the Schools

Dr. Stanford Hopkins Field

National Grand Bank



School Committee

Marblehead Public Schools

2023-2024 Protocols

The Marblehead School Committee values and views as our top priority the academic, social, and emotional success of all students in our district. We agree to thoughtfully seek and support solutions that will provide the greatest benefit to students.

How We Govern

- We shall conduct business through a set agenda tied to district goals. For efficiency and effectiveness discussion at meetings will be limited to the agenda.
- The Chair sets the agenda in consultation with the Superintendent. Members may request to add items to a future agenda by contacting the Chair.
- We recognize the importance of proactive communication and will make every effort to convey our questions and concerns to the Superintendent by noon the Wednesday prior to the meeting.
- School Committee members will respect the Open Meeting law and will maintain the confidentiality of privileged information.
- We shall exercise leadership in district vision, planning, policy, budgeting, program evaluation, and advocacy.
- It is the Superintendent's responsibility to oversee personnel issues and to manage the day-to-day operations of the district. It is the School Committee's responsibility to evaluate the Superintendent's effectiveness in these matters.
- School Committee members will engage in open-minded, respectful debate, vote our convictions, avoid bias and will support the decisions of the majority of the Committee.
- School Committee members will familiarize themselves with and uphold all district policies. Specifically policies relating to governance (BHC,BBAA,BIA,BHE,BCA,BDD).
- We shall not use our positions for personal or partisan gain.
- The chair represents the School Committee in engaging legal counsel.
- The chair represents the School Committee with official media requests.
- We adopt Robert's Rules of Order as our guide.

How We Treat Each Other

- We shall debate the issues keeping an open mind regarding other members' opinions and/or positions.
- We shall work to build trust between and among School Committee members, the Superintendent, and the administration by treating everyone with dignity and respect, even in times of disagreement.

How We Communicate

- It is the School Committee's responsibility to set a positive tone for the district. The School Committee members will work to engage our community and the stakeholders in our public schools by promoting our successes and identifying areas for growth.
- The School Committee welcomes respectful, thoughtful input from the public in shaping committee decisions. Public comment is included in our agenda within the guidelines in our Public Participation policy.
- School Committee members will handle public complaints in accordance with policy KE.
- School Committee members acknowledge the importance of working collaboratively with town officials but recognize when they attend meetings of other committees and boards they speak and act as individuals not for the committee as a whole.

School committee operating protocols

The Marblehead school committee values and views as our top priority the academic, social and emotional success of all students in our district. We agree to thoughtfully seek and support solutions that will provide the greatest benefit to students.

Who we represent

1. We represent the educational and developmental needs and interests of all students in the district. We place their interests above all others in the decisions we make.
-

How we govern

1. We acknowledge that a school committee meeting is a meeting of the school committee that is held in public – not a public meeting.
2. We shall conduct business through a set agenda that should be connected to district goals. Emerging items shall be addressed in subsequent meetings through planned agenda items unless it is determined by the school committee chairperson that it would be detrimental to delay the issue until a subsequent meeting.
3. Requests to add items to an agenda by members shall be made to the superintendent or the school committee chairperson in accordance with the law.
4. We shall strive to make each meeting effective and efficient giving each member an equal opportunity to express their views and opinions and to relay their input in a concise and topic-focused manner. All remarks must be directed through the chair. Remarks must be courteous in language and deportment.

5. We shall make decisions after considering data, the superintendent's recommendations, proposals, and suggestions. We will engage in open-minded, respectful debate, vote our convictions, avoid bias, and uphold and support the decision of the majority of the committee once a decision is made. We will explain the reasons for our votes.
6. We shall exhibit professional conduct and behavior.
7. We shall attend meetings well-prepared to discuss issues on the agenda and to participate in efficient decision-making.
8. When we are in committee we will remain in our committee member role throughout the meeting.
9. We shall ensure that we do not breach the open meeting laws by deliberating outside of duly convened meetings of the committee.
10. The school committee welcomes respectful, thoughtful input from the public in shaping committee decisions. Public input at meetings may be made on items on the agenda, or otherwise at the discretion of the chairperson.
11. We acknowledge the importance of subcommittees, and the superintendent agrees to utilize them to focus on a specific topic in-depth and to prepare for presentation, deliberation and possible action by the full school committee. We will agree on the appropriate school committee participation on subcommittees.
12. School committee members will maintain privileged information and respect the confidentiality of executive session.

13. Our actions shall be consistent with the core values of the district, and be consistent with our vision of a high class organization.
14. School committee meetings will be guided by the open meeting law and roberts rules of order.
15. The superintendent of schools and such staff as are needed to advise the committee shall be seated at the committee table.
16. School committee members will familiarize themselves with and uphold all district policies. Specifically policies relating to governance (bhc, bbaa, bia, bhe, bca, bdd).

How we treat each other

1. We shall debate the issues keeping an open mind to other member's opinions and/or positions.
2. We shall work to build trust between and among school committee members, the superintendent and the administration by treating everyone with dignity and respect, even in times of disagreement.

How we communicate

1. It is the school committee's responsibility to set a positive tone for the district.
2. The superintendent and the school committee recognize the importance of proactive communication. If school committee members have questions or concerns, they agree to contact the superintendent well in advance of a meeting. They agree that there will be no surprises.
3. We shall channel requests for information through the superintendent rather than directly to district staff or

town officials. Town officials shall channel requests for information through the superintendent for consideration by the school committee.

4. We shall provide full disclosure of information and not withhold information from other members.
5. We shall advocate for the public schools and public education as ambassadors of the school system by promoting support for public education and spreading the news of our success. We shall always strive to project a positive image.
6. We recognize the chairperson, or her/his designee, as the official spokesperson of the school committee, including, but not limited to, legal counsel and official media requests.
7. The superintendent and the school committee recognize the importance of working collaboratively with the community to improve our schools and we shall actively seek ways to enlist community support for our efforts.
8. School committee members acknowledge the importance of working collaboratively with town officials, but recognize when they attend meetings of other committees and boards they speak and act as individuals not for the committee as a whole and will disclose as such.
9. We will adhere to the masc social media guidelines.

How we will improve

1. All new school committee members will attend the masc orientation session as soon as practicable, but within one year of being elected.

2. All members will be open to continued personal growth through participating in training opportunities in order to advance the work of our public schools.
 3. We shall review and revise operating protocols annually through an annual workshop.
 4. We shall develop and maintain a district new member orientation program.
 5. We shall develop annual school committee performance objectives, or goals, and appraise progress through regular self-evaluation.
-

What are our limits of authority?

1. We shall exercise leadership in vision, planning, policy, budgeting, evaluation of the superintendent of schools, and advocacy of the district, consistent with the law and district policies.
2. It is the superintendent's responsibility to oversee personnel issues and to manage the Day-to-day operations of the district. It is the school committee's responsibility to evaluate the superintendent's effectiveness in these matters.
3. We shall recognize that authority rests only with the majority decision of the school committee and we shall not make any independent commitments or take any independent actions that may compromise the school committee as a whole.
4. We shall follow the chain of command (teacher, principal, superintendent) and direct others to do the same.
5. Complaints and concerns regarding personnel will be directed to the superintendent.

6. We shall not use our positions for personal or partisan gain.
7. We shall refer any important questions or concerns received from members of the community to the superintendent. The superintendent, not any school committee member has the authority to investigate. The superintendent shall provide committee members with his/her response. It is not the role of the school committee to resolve issues.

What happens when things go wrong?

1. We shall work together to clarify and restate discussions in order to strive for full understanding.
2. We recognize the importance of honoring our agreed upon operating protocols and we agree to take responsibility for reminding one another when we get off track.
3. We shall maintain fidelity to these commitments and will be held accountable by our fellow school committee members should any of us fail to live up to these commitments. If a school committee member or superintendent violates any of the operating protocols, he/she will be referred to the chairperson or in the case of the chairperson to the vice chairperson.