



Needham School Committee

March 19, 2019

7:00 p.m.

*Broadmeadow School
School Committee Room*

*A school and community partnership that creates excited learners,
inspires excellence, fosters integrity*



SCHOOL COMMITTEE MEETING AGENDA

**Broadmeadow School
School Committee Room
120 Broadmeadow Road**

March 19, 2019 7:00 p.m.

Next School Committee Meeting: April 2, 2019

7:00 p.m. Public Comments

7:05 p.m. School Committee Chair and Subcommittee Updates

7:10 p.m. Superintendent's Comments

Prudential Spirit of Community Award Presentation

7:15 p.m. Consent Agenda

1. Minutes of the Meeting of February 26, 2019
2. FY19 Budget Transfers
3. Accept Donations
4. Disposal of Surplus Items

Discussion Items

7:15 p.m. Open Hearing on School Choice

7:20 p.m. Student Presentation: English Language Learner Program

7:45 p.m. Needham High School Student Advisory to the School Committee Report

8:15 p.m. Action Items

Approve School Committee Policies:

JFABC Assignment of Elementary Students to Schools

IKE Promotion and Retention of Elementary Students

Rescind JECBB Admission of Interdistrict Transfer Students

8:20 p.m. School Committee Comments

Information Item

Independent Accountants' Report on Student Activity Accounts Procedures and Guidelines, June 2018

Needham School Committee
March 19, 2019

Agenda Item: **Public Comments**

Background Information:

- The Chairperson will offer the opportunity for the public to speak to the School Committee on issues not on the agenda.

Needham School Committee
March 19, 2019

Agenda Item: **School Committee Chair and Subcommittee Update**

Background Information:

- The Chairperson and subcommittee members may offer brief updates on issues not on the agenda.

Members of the School Committee available for comment:

Aaron Pressman, Chair
Michael Greis, Vice-Chair
Connie Barr
Heidi Black
Andrea Longo Carter
Susan Neckes
Matthew Spengler

Needham School Committee
March 19, 2019

Agenda Item: **Superintendent's Comments**

Background Information:

Superintendent Daniel E. Gutekanst will apprise the School Committee of events, information, and matters of interest not on the agenda.

Prudential Spirit of Community Award Presentation

The superintendent will introduce the recipient of the Spirit of Community Award presented by a representative of Prudential.

Needham School Committee
March 19, 2019

Agenda Item: **Consent Agenda**

1. Approve Minutes of the Meetings of February 26, 2019
2. Approve FY19 Budget Transfers
3. Accept Donations
4. Disposal of Surplus Items

Chair: "Does anyone wish to remove any item from the consent agenda?"

If none removed:

"There being no objection, these items are adopted by unanimous consent."

Needham School Committee
Jeremiah E. Burke High School
60 Washington Street
Dorchester, MA
Minutes of the Meeting
February 26, 2019

Michael Greis, Vice-Chairman of the Needham School Committee called the meeting to order at 6:01 p.m. He stated that the Needham School Committee is delighted to hold its meeting in Boston and is grateful to Principal/Headmaster Lindsa McIntyre for hosting the Needham School Committee at the Jeremiah E. Burke High. He also stated that the Needham School Committee has been fortunate for the past six years to hold its meetings in Boston and to be a part of its Boston community.

Members of the School Committee present were:

Michael Greis, Vice-Chair	Andrea Longo Carter
Connie Barr	Susan Neckes
Heidi Black	Matthew Spengler

Members of the Central Administration present were:

Dan Gutekanst	Mary Lammi
Terry Duggan	Alexandra McNeil
Anne Gulati	

Public Comments

Public Comments

Vice-Chairman Greis offered the opportunity for the public to speak to the School Committee on issues, not on the agenda.

Vice-Chairman Greis recognized Monica Swan.

Mrs. Swan stated that she has a daughter at Hillside Elementary School and that she has been concerned about behavior on the school buses. She stated that there is a lack of school bus monitors and that some of the behavior that is taking place is really inappropriate. She asked if there is something that can be done to identify key issues, address concerns, and determine how to move toward progress.

Superintendent Gutekanst stated that he will work with Assistant Superintendent for Student Support Services, Mary Lammi and Director of Transportation Shane Marchand to understand what the issues are and will report back to the School Committee.

School Committee Chair and Subcommittee Update

School Committee
Chair and
Subcommittee
Updates

There were no School Committee Chair and Subcommittee updates.

Superintendent's Comments

Superintendent's
Comments

Superintendent Gutekanst noted that School Committee members have a document from the Needham Education Foundation as well as a preview document on A Portrait of a Needham Graduate. He stated that the School Committee would receive a full report and presentation on A Portrait of a Needham Graduate in April.

Superintendent Gutekanst announced that on Thursday, February 28th,

at 6:00 pm METCO parents will meet with the Chair of the Needham High School Math Department, John Shea, middle schools Curriculum Coordinator, Tammy Ghizzoni, and elementary Math Coordinator Judith Wojtczak in Boston at the 12th Baptist Church. He stated that the purpose of the meeting is to engage and inform the Boston parent community on the Math Programs at the elementary, middle schools and high school level.

Superintendent Gutekanst congratulated the following Needham High School students who have been named National Merit Finalist: Ethan Lee, Jackson B. Schwartz, Noah S. Schwartz, Benjamin I. Shapiro, and Shaashwat Sharma. Superintendent Gutekanst stated that this honor is a tribute to the students personally, as well as to their parents and teachers who have supported them over the years.

Consent Agenda

Consent Agenda

1. Minutes of the Meeting of January 22, 2019
2. Approve FY19 Budget Transfers
3. FY19 Allocation of SAA Photo Commissions

Chairman Pressman asked if members of the School Committee wanted to remove any item from the Consent Agenda. He stated that because there are no objections, the items are adopted by unanimous consent.

DISCUSSION ITEMS

Needham Education Foundation Winter Grant Awards

Needham Education Foundation Winter Grant Awards

Dr. Gutekanst introduced this item and welcomed the Needham Education Foundation Winter Grant Co-Chairs, Christine Beach, and Seema Meloni.

Ms. Beach stated that for the first time the NEF has opened the winter grant cycle to small and large grants applications. Ms. Beach stated that 11 grants were submitted and 9 grants, totaling \$28,992, were recommended for funding. She also stated that there was one large grant, Pollard Low-Ropes Challenge Course, the rest were small grants. After brief comments and questions, School Committee member expressed their appreciation to the NEF Grant Co-Chairs for the Needham Education Foundation's generosity to the Needham Public Schools.

Accept the Needham Foundation Winter Grant Awards

Upon the recommendation of the Superintendent that the Needham School Committee accepts with gratitude from the Needham Education Foundation the 2019 winter grant awards in the amount of \$28,992.

A motion was
made:

Seconded
Discussion
Vote 6-0-0

Needham High School Improvement Plan

Needham High School Improvement Plan

Dr. Gutekanst introduced this item. He stated that the Needham High School Council has worked collaboratively this past year to advise Principal Aaron Sicotte and develop and maintain the School Improvement Plan. Dr. Gutekanst also stated that in accordance with M.G.L. Chapter 71, Section 59c, the Superintendent has approved the Needham High School Improvement Plan.

Dr. Gutekanst welcomed Principal Aaron Sicotte and Co-Chair of the Needham High School Council Lucy Rufo and invited them to present the Needham High School Improve Plan.

Principal Sicotte stated that this is the 2016-2019 School Improvement Plan and that it has directed much of the work at Needham High School for the past three years. He added that this will be the last update on this version of the School Improvement Plan.

Ms. Rufo provided a description of Technology Integration and explained how its implemented throughout the school, and particularly for the freshmen and sophomore classes. Ms. Rufo spoke about technology integration using virtual reality carts. She described how this technology is used and explained how it enhances instructional learning.

Ms. Rufo reported on the high school's cultural proficiency initiatives. She spoke about activities that enhance the work with staff and students.

Principal Sicotte spoke about the work that School Council has been involved with that would bring about two new policies for School Committee consideration. The first involves the high school's decision to move away from a weighted GPA process to an unweighted GPA process. The second involves a change in the dress code. Discussion followed. The Needham High School Improvement Plan full report is available online at www.needham.k12.ma.us.

Needham High School Proposed 2019-2020 Program Studies

Needham High
School Proposed
2019-2020
Program of
Studies

Dr. Gutekanst introduced this item. He stated that each year the School Committee reviews discusses and approves the high school's course of study. He also stated that the School Committee will vote on the proposed Needham High School program of studies at its next meeting. Dr. Gutekanst welcomed Needham High School Assistant Principal, Alison Coubrough-Argentieri. He invited the Principals to outline changes to the proposed Needham High School 2019-2020 Program of Studies.

Ms. Coubrough-Argentieri presented an overview of the proposed changes for School Committee consideration. She summarized the high school administration's thinking that has guided the inclusion of an overall description of the Core Values Statement. She stated that the proposed Program of Studies further strengthens course and elective offering to better meet the current needs and interests of students while still offering the variety of options that have been presented in the past. Ms. Coubrough-Argentieri stated that new course proposals included AP Capstone (an inquiry and project-based new Advanced Placement course); History, Politics, and Popular Music (an interdisciplinary exploration of the interplay between music and history); Race Equity (an opportunity to examine racial inequities and affect change with it); Braver Newer World (an English course which delves into identity paradigms through contemporary literature and media); and Latin 1 College Prep (a new entry point into the language). Additionally, the Fine and Performing Arts Department has adjusted the names and sequence of a few courses to create more clarity and opportunity for students. Discussion followed.

Needham High School Achievement Report

Needham High
School
Achievement
Report

Dr. Gutekanst introduced this item. He stated that Principal Sicotte will share an update about testing data and student achievement. Dr. Gutekanst also stated that information about the SAT, ACT, and Advanced Placement exams are included as well as

information on artistic, athletic, and co-curricular student achievements.

Principal Sicotte stated that Needham High School students continue to perform quite well on standardized test. He added that teachers do an outstanding job making sure students are well prepared for the SAT, ACT, and Advanced Placement exams.

Principal Sicotte drew attention to several pages of artistic accomplishments and co-curricular achievements. He highlighted accomplishments students are currently working on. He announced that a community-wide panel discussion on gender equity will take place on March 21st. He stated that several outstanding community members will be sitting on the panel discussing issues of gender equity. Principal Sicotte added that this event correlates to the high school play, *How to Succeed in Business Without Really Trying*, that takes place on March 8, and 9. He explained that the play focuses on the business dynamics of the time and satirically addresses components around gender and gender issues in the business place. He pointed out that while the play takes place on March 8 and 9, the panel discussion on March 21st is an opportunity to engage students and adults in conversations on gender equity and what progress has and hasn't been made.

Principal Sicotte spoke about the many ways that Needham High School students bridge the gap between the high school and many areas of the community. Principal Sicotte shared an example of this and described a fun new fundraising experience sponsored by the sophomore class that involved a safe and fun trick or treating event for area families of elementary school students that took place throughout the high school. Principal Sicotte pointed out that it was a successful fundraiser from a financial standpoint as well as a successful fundraiser from a community building standpoint.

Principal Sicotte stated that Robotic Teams from Needham High School will be competing in a Robotics Tournament at Natick High School on Saturday, March 2nd. He stated that this is a fascinating event with a tremendous amount of collaboration across teams but very competitive. Principal Sicotte encouraged School Committee members to attend this incredible event. Discussion followed.

School Committee Comments

School Committee
Comments

School Committee members expressed their appreciation to Principal/Headmaster Lindsay McIntyre for hosting the Needham School Committee.

A list of all documents used at this School Committee meeting is available at:

A List of
Documents

http://www.needham.k12.ma.us/district_info/school_committee/packets
2018-2019

At approximately 8:15 p.m., a motion was made to adjourn the School Committee meeting of February 26, 2019

Adjournment

A motion was
made:

Seconded
Vote 6-0-0

Respectfully submitted by Cheryl Gosmon, Note Taker

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: March 19, 2019

Item Title: **FY 2018/19 Budget Transfers**

Item Description: Transfer of FY19 budget allocations between line items in the following amounts:

Salaries	\$0.00
Purchase of Service/Expense	\$3,496.22
Capital	<u>(\$3,496.22)</u>
Net Change:	\$0.00

Issues: Under Massachusetts General Law Chapter 71, Section 34, and School Committee Policy #DBJ, the School Committee is empowered to make changes in allocations between line items within its budget, once approved by Town Meeting. In no case may a transfer result in the aggregate Operating Budget being more than authorized by the Town. Transfers between separate, non-operating appropriations are prohibited except as permitted by law.

Recommendation/Options: Approve the attached line item budget transfers.

Rationale: The attached line item budget transfers are requested to more accurately reflect expenses to be incurred during this fiscal year.

Implementation Implications:

Supporting Data: Attached listing of requested line-item budget transfers within the FY19 Operating Budget.

School Committee (circle one)

Action	Information	Discussion	Consent Calendar
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Central Administrator	Town Counsel	Sub-Committee:	_____
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Will report back to School Committee (date): _____

Respectfully Submitted,

Anne Gulati

Anne Gulati
Assistant Superintendent for Finance & Operations

G/L ACCOUNT #	DEPARTMENT	SCHOOL	FUNCTION	OBJECT	DEBIT	CREDIT	NET
<u>PURCHASE OF SERVICE & EXPENSE</u>							
0001.3630.005.22.2451.040.99.520.030.5525.300.05	Educational Tech	Eliot	Classroom Instructional Technology	Ed Supplies - Instructional Technology		32,678.00	(32,678.00)
0001.3630.005.25.2451.040.99.520.030.5525.300.05	Educational Tech	Newman	Classroom Instructional Technology	Ed Supplies - Instructional Technology		37,322.00	(37,322.00)
0001.3133.005.40.2451.090.99.520.030.5525.300.05	General Supplies & Services	Needham High School	Classroom Instructional Technology	Ed Supplies - Instructional Technology	30,207.00		30,207.00
0001.3133.040.40.1451.099.99.520.030.5525.300.05	General Supplies & Services	Needham High School	Administrative Tech School Support	Ed Supplies - Instructional Technology	1,429.00		1,429.00
0001.3133.005.40.2454.099.99.520.030.5525.300.05	General Supplies & Services	Needham High School	Instructional Hardware	Ed Supplies - Instructional Technology	21,178.00		21,178.00
0001.3133.040.40.4450.099.99.520.030.5525.300.05	General Supplies & Services	Needham High School	Technology Maintenance	Ed Supplies - Instructional Technology	17,186.00		17,186.00
0001.3150.040.99.4450.099.99.520.030.5524.300.04	Administrative Technology	District	Technology Maintenance	Ed Supplies - Instructional Software	5,485.00		5,485.00
0001.3150.040.99.4400.099.99.520.030.5255.300.04	Administrative Technology	District	Tech Infrastructure Maint & Support	R&M Technology & Equipment		5,485.00	(5,485.00)
0001.3150.040.99.1451.099.99.520.030.5523.300.05	Administrative Technology	District	Administrative Tech School Support	Ed Supplies - Instructional Hardware	76.65		76.65
0001.3150.040.99.1450.099.99.520.030.5300.300.04	Administrative Technology	District	District-Wide Info Mgmt & Tech	Professional & Technical Services		76.65	(76.65)
0001.3630.005.40.2454.040.99.520.030.5525.300.05	Educational Tech	Needham High School	Instructional Hardware	Ed Supplies - Instructional Technology	1,264.00		1,264.00
0001.3630.005.40.2451.040.99.520.030.5525.300.05	Educational Tech	Needham High School	Classroom Instructional Technology	Ed Supplies - Instructional Technology		1,264.00	(1,264.00)
0001.3631.005.26.2454.045.99.520.030.5525.300.05	Media	High Rock	Instructional Hardware	Ed Supplies - Instructional Technology	300.30		300.30
0001.3631.040.26.2453.045.99.520.030.5523.300.05	Media	High Rock	Other Instructional Hardware (AV)	Ed Supplies - Instructional Hardware		300.30	(300.30)
0001.3630.005.26.2454.040.99.520.030.5525.300.05	Educational Tech	High Rock	Instructional Hardware	Ed Supplies - Instructional Technology	413.00		413.00
0001.3630.005.26.2451.040.99.520.030.5525.300.05	Educational Tech	High Rock	Classroom Instructional Technology	Ed Supplies - Instructional Technology		413.00	(413.00)
0001.3150.040.99.4400.099.99.520.030.5380.300.04	Administrative Technology	District	Tech Infrastructure Maint & Support	Other Purchased Services	65,370.02		65,370.02
0001.3150.040.99.1450.099.99.520.030.5524.300.04	Administrative Technology	District	District-Wide Info Mgmt & Tech	Ed Supplies - Instructional Software		61,873.80	(61,873.80)
0001.3032.040.99.1220.099.99.520.030.5780.300.06	Dir of Program Dev	District	Assistant Superintendent	All Other Expenses	850.00		850.00
0001.3132.005.10.2440.099.99.520.030.5341.300.04	Curriculum Development	District	Other Instructional Services	Postage	682.00		682.00
0001.3132.005.22.2358.099.99.520.030.5303.300.04	Curriculum Development	Eliot	Outside PD for Instructional Staff	Professional & Technical Training	545.00		545.00
0001.3132.005.26.2358.099.99.520.030.5303.300.04	Curriculum Development	High Rock	Outside PD for Instructional Staff	Professional & Technical Training	900.00		900.00
0001.3132.005.30.2358.099.99.520.030.5303.300.04	Curriculum Development	Pollard	Outside PD for Instructional Staff	Professional & Technical Training	900.00		900.00
0001.3132.005.21.2358.099.99.520.030.5580.300.05	Curriculum Development	Broadmeadow	Outside PD for Instructional Staff	Other Supplies & Equipment	650.00		650.00
0001.3132.005.21.2358.099.99.520.030.5300.300.04	Curriculum Development	Broadmeadow	Outside PD for Instructional Staff	Professional & Technical Services	4,150.00		4,150.00
0001.3132.005.22.2358.099.99.520.030.5300.300.04	Curriculum Development	Eliot	Outside PD for Instructional Staff	Professional & Technical Services	3,147.00		3,147.00
0001.3132.005.23.2358.099.99.520.030.5300.300.04	Curriculum Development	Hillside	Outside PD for Instructional Staff	Professional & Technical Services	3,033.00		3,033.00
0001.3132.005.24.2358.099.99.520.030.5300.300.04	Curriculum Development	Mitchell	Outside PD for Instructional Staff	Professional & Technical Services	3,125.00		3,125.00
0001.3132.005.25.2358.099.99.520.030.5300.300.04	Curriculum Development	Newman	Outside PD for Instructional Staff	Professional & Technical Services	2,453.00		2,453.00
0001.3032.040.99.1220.099.99.520.030.5710.300.06	Dir of Program Dev	District	Assistant Superintendent	In-State Travel		850.00	(850.00)
0001.3132.005.10.2356.099.99.520.030.5710.300.06	Curriculum Development	District	Costs for Instructional Staff to Attend PD	In-State Travel		2,500.00	(2,500.00)
0001.3132.005.21.2356.099.99.520.030.5710.300.06	Curriculum Development	Broadmeadow	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.22.2356.099.99.520.030.5710.300.06	Curriculum Development	Eliot	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.23.2356.099.99.520.030.5710.300.06	Curriculum Development	Hillside	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.24.2356.099.99.520.030.5710.300.06	Curriculum Development	Mitchell	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.25.2356.099.99.520.030.5710.300.06	Curriculum Development	Newman	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.26.2356.099.99.520.030.5710.300.06	Curriculum Development	High Rock	Costs for Instructional Staff to Attend PD	In-State Travel		1,100.00	(1,100.00)
0001.3132.005.30.2356.099.99.520.030.5710.300.06	Curriculum Development	Pollard	Costs for Instructional Staff to Attend PD	In-State Travel		1,100.00	(1,100.00)
0001.3132.005.26.2358.099.99.520.030.5300.300.04	Curriculum Development	High Rock	Outside PD for Instructional Staff	Professional & Technical Services		1,725.00	(1,725.00)
0001.3132.005.30.2358.099.99.520.030.5300.300.04	Curriculum Development	Pollard	Outside PD for Instructional Staff	Professional & Technical Services		2,373.00	(2,373.00)
0001.3132.005.40.2358.099.99.520.030.5300.300.04	Curriculum Development	Needham High School	Outside PD for Instructional Staff	Professional & Technical Services		4,555.00	(4,555.00)
0001.3132.005.40.2430.099.99.520.030.5510.300.05	Curriculum Development	Needham High School	General Supplies	Educational Supplies		5,232.00	(5,232.00)
0001.3260.005.26.2358.099.99.520.030.5303.300.04	High Rock	High Rock	Outside PD for Instructional Staff	Professional & Technical Training	1,000.00		1,000.00
0001.3260.005.26.2356.099.99.520.030.5710.300.06	High Rock	High Rock	Costs for Instructional Staff to Attend PD	In-State Travel		1,000.00	(1,000.00)
0001.3260.040.26.2210.090.99.520.030.5730.300.06	High Rock	High Rock	School Leadership - Building Principals	Dues & Memberships	1,000.00		1,000.00

G/L ACCOUNT #	DEPARTMENT	SCHOOL	FUNCTION	OBJECT	DEBIT	CREDIT	NET
0001.3260.005.26.2356.099.99.520.030.5730.300.06	High Rock	High Rock	Costs for Instructional Staff to Attend PD	Dues & Memberships		1,000.00	(1,000.00)
0001.3032.040.99.1220.099.99.520.030.5420.300.05	Dir of Program Dev	District	Assistant Superintendent	Office Supplies	3,000.00		3,000.00
0001.3561.005.30.2430.030.99.520.030.5510.300.05	Math Instruction	Pollard	General Supplies	Educational Supplies		3,000.00	(3,000.00)
0001.3400.005.40.2358.010.99.520.030.5303.300.04	Needham High School	Needham High School	Outside PD for Instructional Staff	Professional & Technical Training	250.00		250.00
0001.3132.005.10.2356.099.99.520.030.5780.300.06	Curriculum Development	District	Costs for Instructional Staff to Attend PD	All Other Expenses		250.00	(250.00)
							-
			SUBTOTAL PURCHASE OF SERVICE & EXPENSE		168,593.97	165,097.75	3,496.22
CAPTIAL							
0001.3150.005.40.7350.099.99.520.200.5856.300.99	Administrative Technology	Needham High School	Capital Technology	Capital Technology		3,496.22	(3,496.22)
			SUBTOTAL CAPITAL		-	3,496.22	(3,496.22)
			GRAND TOTAL		168,593.97	168,593.97	(0.00)

NEEDHAM SCHOOL COMMITTEE

Agenda Item#: _____ **Date:** March 19, 2019

Item Title: **Approve School Department Donations**

Item Description: The following donations have been made to Needham Public Schools:

• Paula Craig, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Marc Rolfes, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Gabrielle Bridgers, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Karen Levin, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Mira Spiegel, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Kristen Mazzocchi, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Bruce Patz, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$10.00
• Alisa Skatrud, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$20.00
• Maura Cutting, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$25.00
• Suzanne Lissy, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$25.00
• Renu Shukla, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$50.00
• Needham Florist, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$50.00
• Lisa Pearlstein, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$100.00
• Jillian Barthel, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$100.00
• PMB1 Holdings, Needham, MA Bravo Booster donation to benefit the NPS Fine & Performing Arts Department	\$100.00
• Vistas in Education, Minneapolis, MN donation to benefit the NPS French Trip Club	\$450.00
• Proceeds from a bake sale to benefit the NHS Anime Club	\$445.00
• Proceeds from the Monologues & Melodies Fundraiser to benefit the NHS SAMD Club	\$275.00
• Proceeds from the Hoodie Fundraiser to benefit the NHS Class of 2020	\$880.00
• Proceeds from the Hot Chocolate Fundraiser to benefit the NHS Class of 2020	\$118.00
• Proceeds from a bake sale to benefit the NHS Gift of Life Club	\$124.10
• Proceeds from a bake sale to benefit the NHS People for Paws Club	\$48.01
• Proceeds from a bake sale to benefit the NHS National Art Honors Society Club	\$126.50
• Proceeds from a bake sale to benefit the NHS Save a Child's Heart Club	\$71.00
• Proceeds from the French Night Fundraiser to benefit the NHS French Club	\$15.00
• Proceeds from a bake sale to benefit the NHS Speech & Debate Club	\$131.09
• Proceeds from the Valentine's Day Fundraiser to benefit the Pollard Student Council	\$135.00

Issues: M.G.L. Chapter 44, Section 53A and School Committee policy #DFC/KH authorize the School Committee to accept any grant of gifts or funds given for educational purposes by the federal or state government, charitable foundations, private corporations, PTCs or an individual. M.G.L. Chapter 44, Section 53A further stipulates that any monies received and accepted by the School Committee may be expended without further appropriation.

Recommendations/Options: That the School Committee accept with gratitude the aforementioned donations.

School Committee: Consent Calendar

Respectfully Submitted,

Anne Gulati

Assistant Superintendent for Finance and Operations

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: March 19, 2019

Item Title: **Disposal of Surplus: Information Technology Center**

Item Description: This request is to dispose of the following equipment which are either obsolete, non-functioning, or the repair cost exceeds the value of the equipment.

From Information Technology Center

- 10 Obsolete Televisions
- 46 Broken Chromebooks
- 4 Broken Printers
- 3 Obsolete Computers
- 2 Broken Projectors
- 1 Broken Document Camera

Issues: Chapter 30B Section 16 of the Massachusetts General Laws permits a governmental body to dispose of a tangible supply no longer useful to the governmental body, but having a resale or salvage value, at less than the fair market value to a charitable organization that has received a tax exemption from the United States by reason of its charitable nature. Chapter 30B Section 15 and Needham School Policy #DN, further authorize the disposal of surplus school property, other than real estate, having a net value of less than \$10,000 through the exercise of sound business practices by the Procurement Officer.

Recommendation/Options: That the Needham School Committee be informed of the disposal to the Town Transfer Station of the aforementioned surplus equipment in accordance with MGL 30B Section 15 & 16 by the Procurement Officer.

Rationale:

Implementation Implications:

Supporting Data: None.

School Committee (circle one)

Action	<u>Information</u>	Discussion	Consent Calendar
Central Administrator	Town Counsel	Sub-Committee: _____	

Will report back to School Committee (date): _____

Respectfully Submitted,

Anne Gulati

Assistant Superintendent for Finance and Operations

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: March 19, 2019

Item Title: **Disposal of Surplus: Hillside Elementary School**

Item Description: This request is to dispose of the following equipment which are either obsolete, non-functioning, or the repair cost exceeds the value of the equipment.

From Hillside Elementary School

- 350 Outdated Poor Condition Books

Issues: Chapter 30B Section 16 of the Massachusetts General Laws permits a governmental body to dispose of a tangible supply no longer useful to the governmental body, but having a resale or salvage value, at less than the fair market value to a charitable organization that has received a tax exemption from the United States by reason of its charitable nature. Chapter 30B Section 15 and Needham School Policy #DN, further authorize the disposal of surplus school property, other than real estate, having a net value of less than \$10,000 through the exercise of sound business practices by the Procurement Officer.

Recommendation/Options: That the Needham School Committee be informed of the disposal to the Town Transfer Station of the aforementioned surplus equipment in accordance with MGL 30B Section 15 & 16 by the Procurement Officer.

Rationale:

Implementation Implications:

Supporting Data: None.

School Committee (circle one)

Action Information Discussion Consent Calendar

Central Administrator Town Counsel Sub-Committee: _____

Will report back to School Committee (date): _____

Respectfully Submitted,

Anne Gulati

Assistant Superintendent for Finance and Operations

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: March 19, 2019

Item Title: **Disposal of Surplus: Broadmeadow Elementary School**

Item Description: This request is to dispose of the following equipment which are either obsolete, non-functioning, or the repair cost exceeds the value of the equipment.

From Broadmeadow Elementary School

- 10 Broken Student Chairs
- 3 Broken Teacher Desks
- 5 Broken Bookshelves
- 2 Old White Boards
- 1 Coat Rack

Issues: Chapter 30B Section 16 of the Massachusetts General Laws permits a governmental body to dispose of a tangible supply no longer useful to the governmental body, but having a resale or salvage value, at less than the fair market value to a charitable organization that has received a tax exemption from the United States by reason of its charitable nature. Chapter 30B Section 15 and Needham School Policy #DN, further authorize the disposal of surplus school property, other than real estate, having a net value of less than \$10,000 through the exercise of sound business practices by the Procurement Officer.

Recommendation/Options: That the Needham School Committee be informed of the disposal to the Town Transfer Station of the aforementioned surplus equipment in accordance with MGL 30B Section 15 & 16 by the Procurement Officer.

Rationale:

Implementation Implications:

Supporting Data: None.

School Committee (circle one)

Action	Information	Discussion	Consent Calendar
Central Administrator	Town Counsel	Sub-Committee:	_____

Will report back to School Committee (date): _____

Respectfully Submitted,

Anne Gulati

Assistant Superintendent for Finance and Operations

Needham School Committee
March 19, 2019

Agenda Item: **Public Hearing on School Choice Program**

Background Information:

The Chairperson will offer the opportunity for the public to address issues, questions, or concerns regarding the School Choice Program.

- M.G.L. Chapter 76, Section 12B requires the School Committee to hold a public hearing on the School Choice program and adopt a resolution prior to June 1 for the school year beginning the following September.
- The Committee will need to vote on whether or not Needham will participate in the program at a subsequent meeting.

Needham School Committee
March 19, 2019

Agenda Item: **Discussion**

Student Presentation: English Language Learner (ELL) Program

Background Information:

- Ms. Jamie Singelais will introduce students participating in the ELL program who would like to share their experience in the program.
- Ms. Singelais will share additional program information.

Persons Available for Presentation:

Ms. Jamie Singelais, District Coordinator of English Language Learner Program
Students in English Language Learners Program



ELL Program Overview

— Jamie Singelais, ELL Coordinator —
School Committee Meeting
March 19, 2019

Categories of English Learners

- US Born - 70%
- Immigrant
- Migrant
- Sojourner
- Refugee
- SLIFE
- Long-term

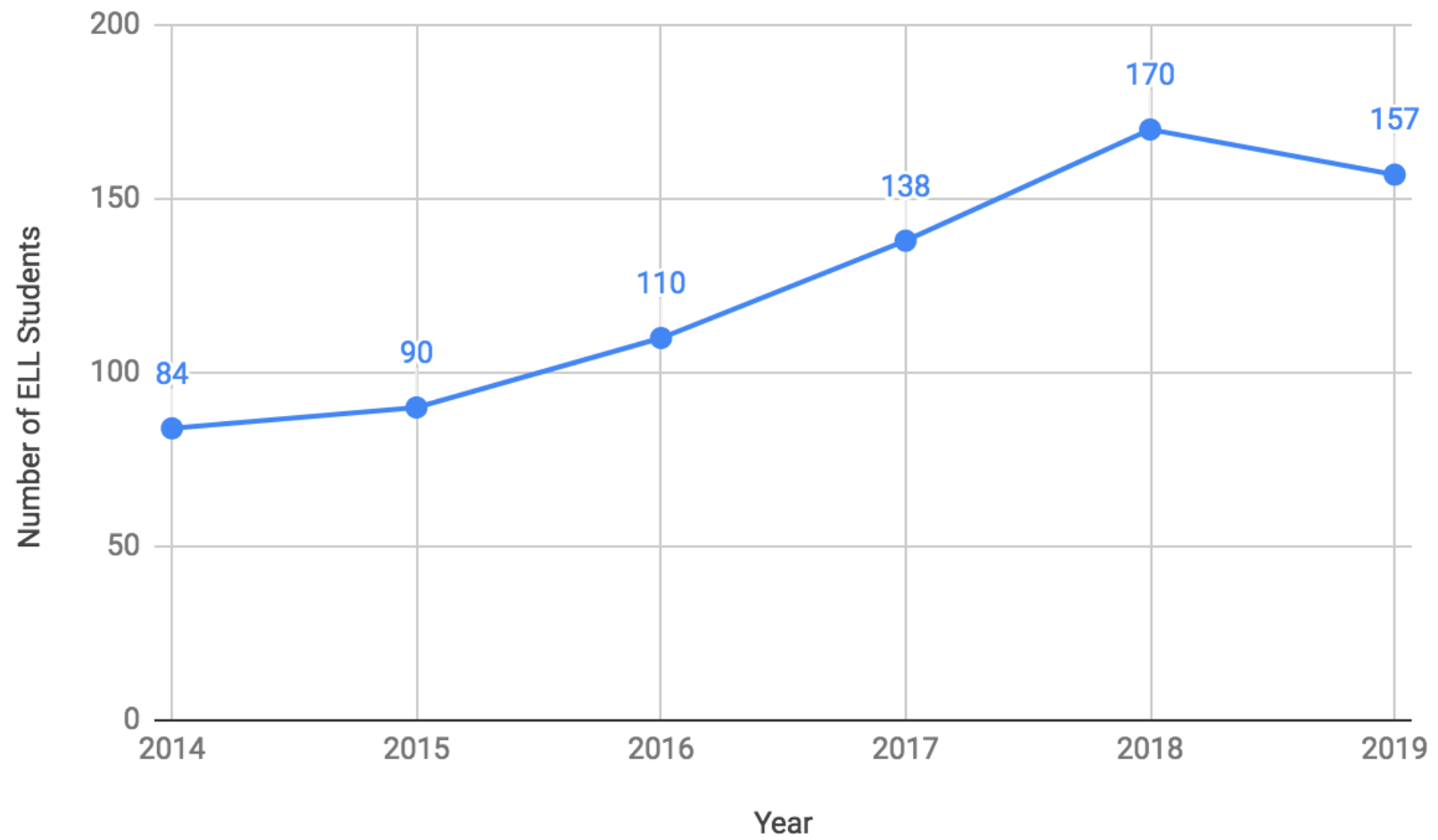


ELL by the Numbers

157 Number of ELL Students in the Needham Public Schools
(2.7% of NPS Student Population)

19 Current Number of ELL Students who are Boston-Residents
(12.1% of ELL Population)

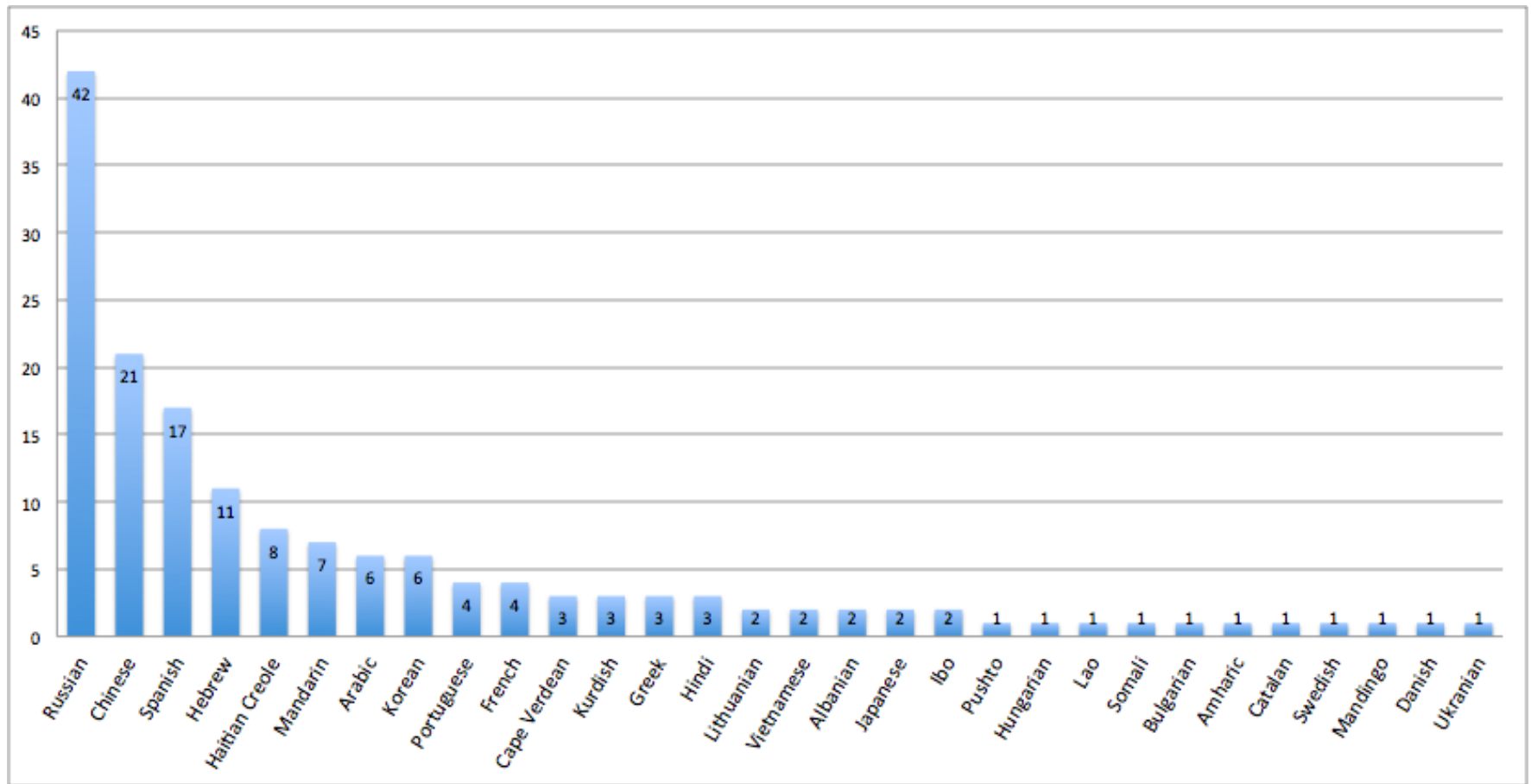
103 Current Number of FELL Students:
(1.8% of NPS Student Population)



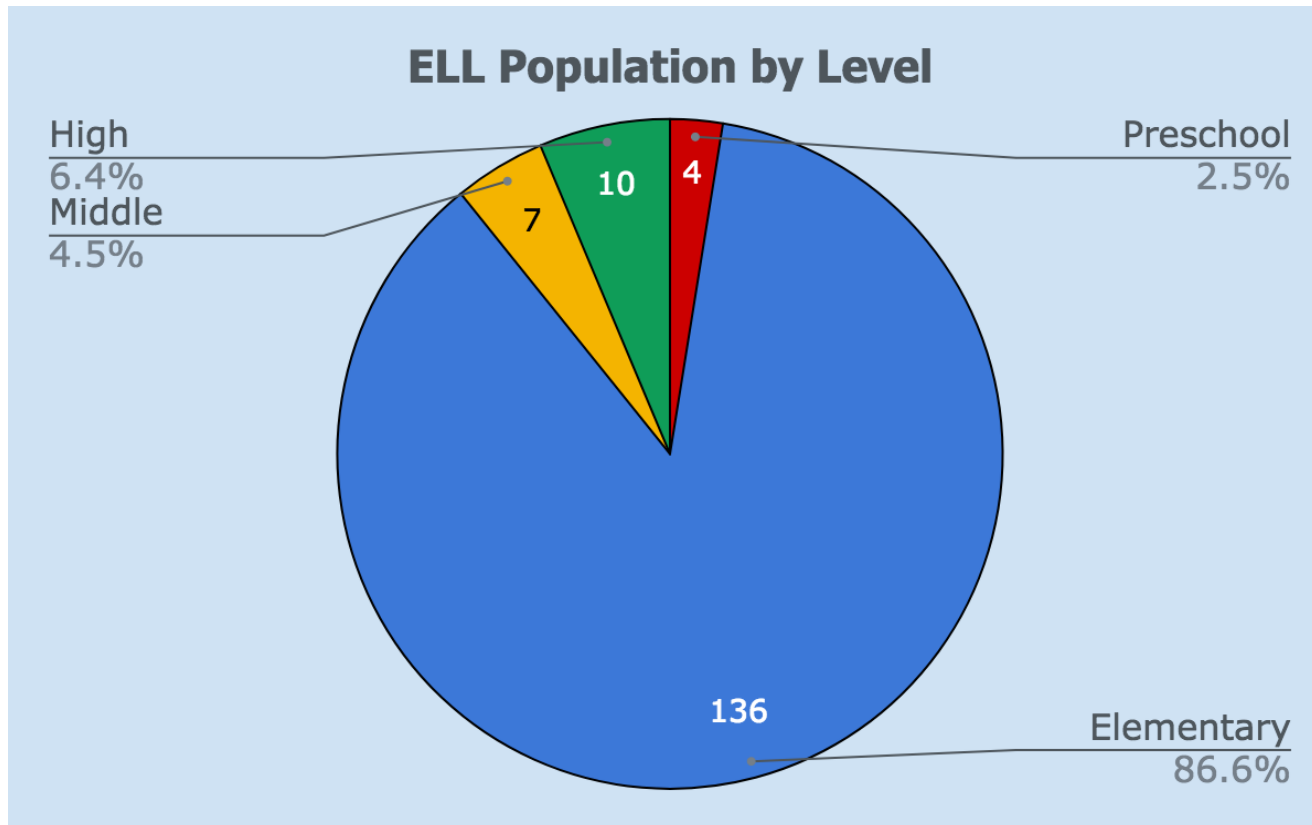
Trends in ELL Population

- Needham's ELL population has increased 87% in the last 5 years
 - The ELL population of MA has increased 90% from 1998 to 2017
 - Needham's ELL population has had a small decrease since last year
 - We continue to have newcomers move in from various countries and have students arrive from other MA towns
 - Many incoming Kindergarten students are reporting more than one home language on the home language survey
 - Needham's ELL population includes many students born in the US
 - Needham's ELL population continues to be diverse
-

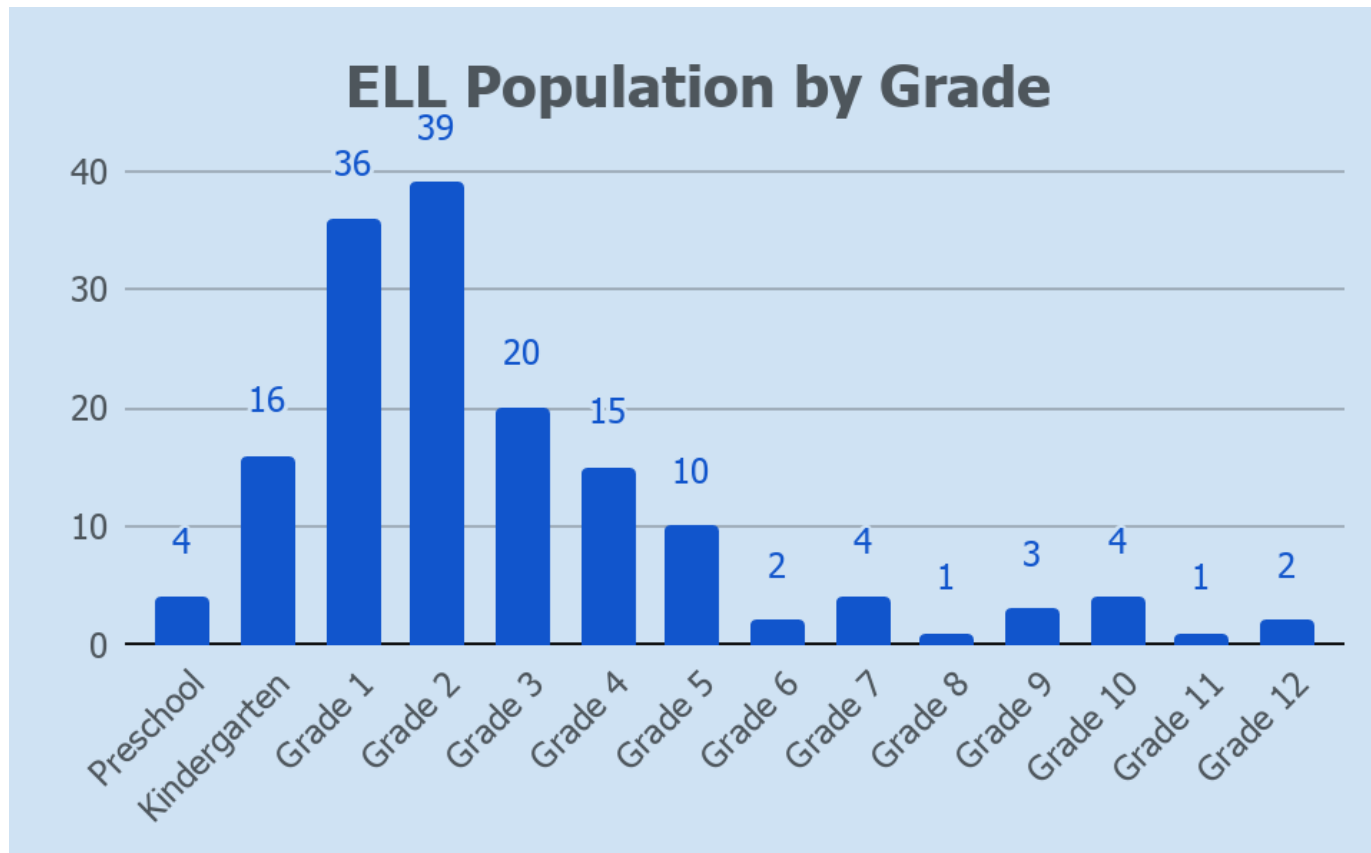
Languages of ELL Students



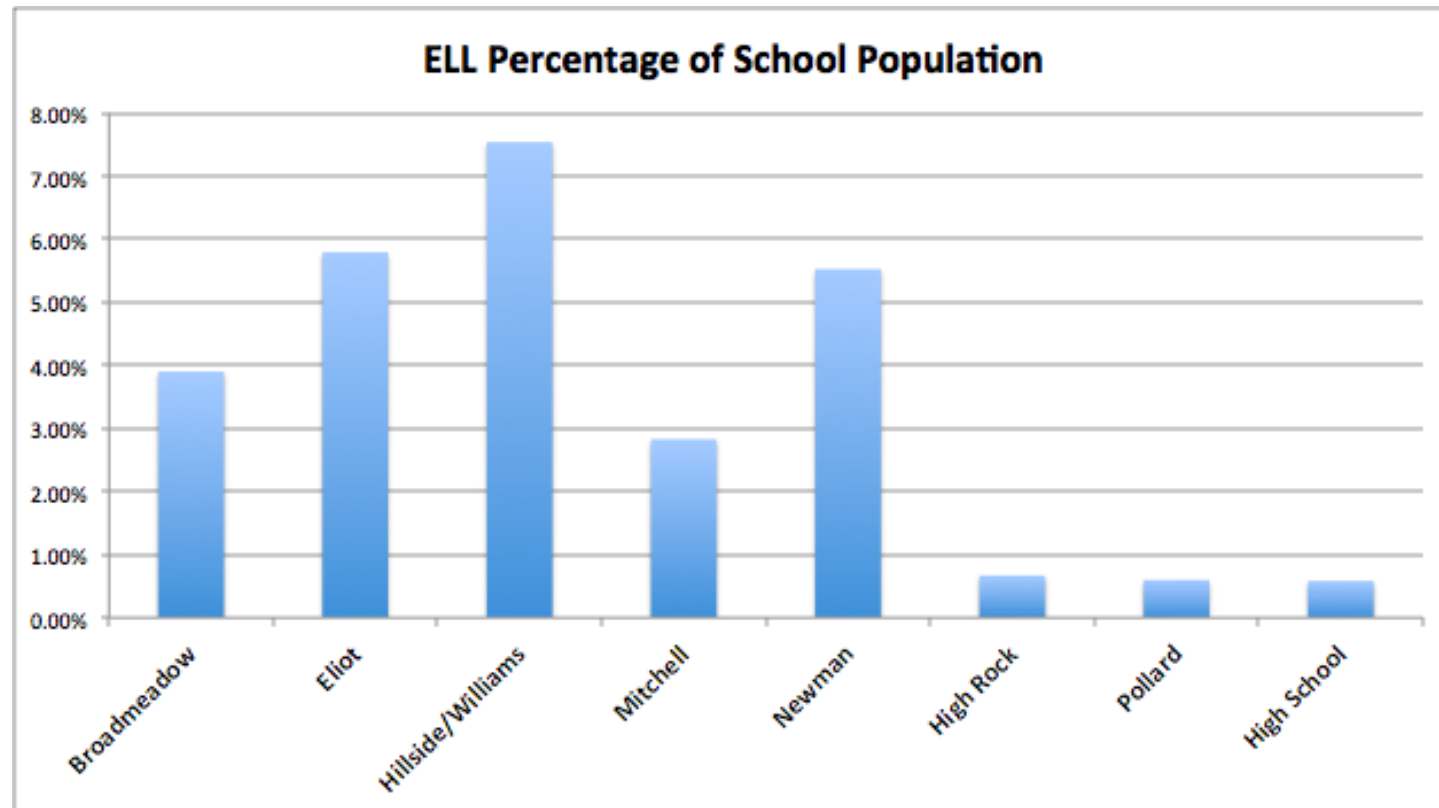
Distribution of ELL Students



Distribution of ELL Students



Distribution of ELL Students



ELL Teaching FTE by School

Goal: Elementary 1.0 FTE - 30 Students

School	FTE	# of Students	+/- (current)
Broadmeadow	.7	22	+1
Eliot	1.0	23	-7
Hillside/Williams	1.2	38	+2
Mitchell	.5	14	-1
Newman	1.3	42	+3
High Rock	.3	3	NA
Pollard	.7	5	NA
High School	.5	10	NA

Philosophy/Goals of the ELL Program

- We believe that bilingualism is a benefit, NOT a deficit!
 - We aim to...
 - Identify students who are exposed to another language at home and who need support to complete their schoolwork
 - Help these students achieve English proficiency (5-7 years)
 - Support bilingualism and biliteracy
 - Partner with families to encourage native language use
 - Connect new learning to knowledge the student already has in another language
 - Demonstrate that their native language has value and adds value
-

Roles and Responsibilities

- Provide “systematic, explicit, and sustained language instruction, and prepare students for general education by focusing on academic language...in all four domains, including listening, speaking, reading, and writing” (Guidance on EL Program Development and Evaluation, p.4)
 - Serve as a liaison between the family and the school and provide support in navigating the system (after school programs, bus, free/reduced lunch)
 - Provide emotional support and facilitate cultural adjustment
 - Provide a safe space for the student to be their complete self
 - Work with teachers to ensure instruction supports English development
 - Support translation and interpretation within their building(s)
 - Check on FEL students as needed
-

Instructional Model

- SEI - Sheltered English Immersion
 - ***ELD in content*** - SEI endorsed teachers help ELs “develop discipline-specific academic language and learn grade-level content along with their proficient English-speaking peers
 - ***ELD in ESL*** - groups of ELs receive “systematic, dedicated, and sustained English language instruction” from a licensed ELL teacher
- Needham - shift from tutoring to teaching over the last five years
- Mix of push-in and pull-out services



Measures of Success/Assessments

**ACCESS
for ELLs® 2.0**

- Assessments provided to all students (e.g. literacy and math at the elementary level)
 - MCAS tests in grades 3-12 (except for the ELA test for first-year English learners)
 - State ACCESS for ELLs 2.0 assessment - taken in January/February each year for all English learners in Massachusetts and 34 other states
 - New accountability measures and student growth expectations for state testing
-

Challenges and Opportunities

- Continue refining instructional model to best meet student needs and make sure stakeholders are aware of the role and responsibilities of the ELL teacher
 - New Regulations and Guidance - LOOK Act
 - Parent Advisory Council
 - Seal of Biliteracy
 - Benchmarks → English Learning Success Template and Personalized Goals
 - Additional Guidance
 - SLIFE
 - SEI
 - Students with Disabilities (not yet posted)
-

ELL/FELL Scholars

- Andrew Gurchenkov - Hillside 1st Grade - ELL
 - Ana Clara Martins - Hillside 4th Grade - ELL
 - Nick Tchernov - Broadmeadow 4th Grade - FELL
 - Areen Hamza - High Rock 6th Grade - ELL
 - Jade Lincou - High School 9th Grade - FELL
-

Photo Credits and Sources

<https://fee.org/articles/3-common-immigration-myths-debunked/>

<https://www.profellow.com/fellowships/18-teaching-fellowships-abroad/>

<https://wbte.drcedirect.com/WIDA/portals/wida>

http://www.massbudget.org/report_window.php?loc=Excellence-for-All-Supporting-English-Language-Learners-in-Massachusetts.html

<http://www.doe.mass.edu/ell/guidance/default.html?section=guidance>

Needham School Committee
March 19, 2019

Agenda Item: **Discussion**

**Needham High School Student Advisory to the School Committee (SASC)
Report**

Background Information:

- This is the fourth of several reports the SASC will provide the School Committee this year.
- The SASC meets regularly with the principal to discuss school issues, concerns, and ideas with the high school administration.
- The students are excited and prepared to discuss these issues with the School Committee and welcome your questions and comments.

Persons Available for Presentation:

Noah Basson
Ava Feuer
Robin Kane
Sara Kates
Aidan Michelow
Zach Sickles

MEMORANDUM

To: Needham School Committee

From: Student Advisory to the School Committee

Date: March 19th, 2019

The Needham High School Student Council would like to thank the School Committee once again for the opportunity to present the current events of Needham High School.

Class Updates:

Freshmen: Currently, the freshmen class is working on finalizing the details of buying and creating class gear. Additionally we are still brainstorming ideas for fundraising events for the spring. Lastly, we are hosting a game night to build class spirit later in March.

Sophomore: The sophomore class has begun planning a spring event based on the idea of Survivor. This event is aimed at bringing the grade together and creating more class spirit, so it will only be available for sophomore students. Teams of three or four will compete against each other in various physical challenges to win a prize. We are currently brainstorming the types of challenges we will have, and what the prize may be. Other than that, we have just started advertising for the underclassman semi-formal that will be taking place on May 10 at Moseley's on the Charles.

Junior: The junior class is getting very excited for the Junior Harbor Cruise (Jharb) and we are have been working on finalizing all of the logistics for the event. Also, we have been thinking of unique ways to advertise for the event so that everybody in the junior class attends and is excited. In addition to Jharb planning, the juniors have been working with Nutrition Services and have begun selling hot chocolate before school on Fridays. We have had an amazing turnout and people have loved the idea.

Senior: Recently, the senior class has started selling tickets to prom! They are \$100 until the end of March when they will go up to \$120. The grade has overall seemed very excited for all the end of the year events coming up, so we're focusing on ways to further pump our peers up.

At- Large Updates:

It has come to the school's attention that a number of students feel that there is a need for more transgender safe bathrooms in the building. Currently the school has two single-occupant gender neutral bathrooms: one in the 700s and one in the 400s. The point has been made that it is often a far walk for a number of students, and in the case the bathroom is in use, they will likely be out of class over ten minutes which results in a cut. The administration agrees that the number of gender inclusive bathrooms is disproportionate to the population of students who need to use them, so the student council has been working with administration to find new places to add bathrooms. As of right now, the most plausible option is to turn existing binary gender bathrooms into transgender safe bathrooms, that way a student can choose to use a facility which they feel most comfortable in, and if any other students are uncomfortable with using a gender inclusive facility, there are still a plethora of options in the building. It would be most ideal to have a gender inclusive bathroom in the 200s as that is the only floor without one currently; however, we are also looking into using the bathrooms right next to guidance as it is a central location and is near supports if anything was to happen.

The last time we presented, we discussed the plans for the anniversary of Talia and Adrienne's death. We had a very successful banner painting event on Friday and Saturday the weekend before the anniversary with a decent attendance. The banner was hung in the library classroom the day of the accident as that space was dedicated to those who felt they were unable to be in class. Overall the commentary from the student body was that it was a good way to

enhance the community and show support and solidarity in a difficult time. Now that the anniversary has passed, the banner -- which says "Exist to be happy" and has dozens of hand prints from NHS members -- has been in guidance so that it doesn't trigger anyone unintentionally. The student council is discussing what the banner should be used for in the future. While no definite decisions have been made, the two options we are considering are creating a more permanent location for the banner, and using the banner during senior specific events such as prom and graduation to serve as a reminder and show of support.

The student council is also in the annual process of advertising the new election cycle for the 2019-2020 school year. Elections will occur in April, with current freshmen, sophomores, and juniors creating videos to campaign for their desired positions. As far as student council is aware, there is a significant interest from the student body in joining student council, so we are discussing more ways to make it more accessible to the average student who might not win an election, but is interested in being involved.

Needham School Committee
March 19, 2019

Agenda Item: **Action**

Approve School Committee Policies:

JFABC Assignment of Elementary Students to Schools
IKE Promotion and Retention of Elementary Students

Rescind Policy JECBB Admission of Interdistrict Transfer Students

Background Information:

- School Committee policy JFABC addresses requests for placement of students outside of their assigned schools, which makes policy JECBB redundant.

Action Recommended:

Upon recommendation of the Superintendent, that the Needham School Committee approves School Committee policies JFABC Assignment of Elementary Students to Schools and IKE Promotion and Retention of Elementary Students as submitted and votes to rescind policy JECBB Admission of Interdistrict Transfer Students.

SCHOOL COMMITTEE POLICY
NEEDHAM PUBLIC SCHOOLS

FILE		JFABC
Policy for: ASSIGNMENT OF ELEMENTARY STUDENTS TO SCHOOLS		Revision
Date Approved by School Committee:	Signature of Chair:	Page 1 of 2

Students enrolling in the Needham Public Schools are assigned to one of the five elementary school attendance zones, based upon their residential address in Needham and according to the current street listing.

Under certain circumstances, the Superintendent may make an exception to the assignment of elementary students. Final decisions regarding student assignments to school attendance zones reside with the Superintendent.

The three exceptions include:

1. Parents may request that their child(ren) attend a school other than in their assigned attendance zone. Requests will be submitted in writing to the Superintendent. A decision will be made at the discretion of the Superintendent, in consultation with the sending and receiving principals. Parents moving their residence within Needham into a new school attendance zone and who wish to remain in their original school must request permission to do so under the terms of this policy.

School Committee class size guidelines (Policy IHB), class sizes in the student's currently assigned school and class sizes in the requested school, will be considered in the Superintendent's decision. The Superintendent may consider other factors as well at his/her discretion. Transportation to and from the school in the newly assigned attendance zone will be the responsibility of the parents requesting the transfer.

Once a student is assigned to a new school attendance zone, the student will remain at the receiving school for the duration of the student's elementary education.

2. The Superintendent may assign students newly enrolled in the Needham Public Schools to a school other than the one in their assigned attendance zone under certain circumstances. Circumstances include overcrowding or underenrollment; when there is development of new residential areas; when there is an opening of a new school; or to address any other situation which the Superintendent deems to be an extenuating circumstance and which is consistent with School Committee guidelines.

SCHOOL COMMITTEE POLICY
NEEDHAM PUBLIC SCHOOLS

FILE		JFABC
Policy for: ASSIGNMENT OF ELEMENTARY STUDENTS TO SCHOOLS		Revision
Date Approved by School Committee:	Signature of Chair:	Page 2 of 2

Students who are placed in an attendance zone outside of their designated assignment by the District may be eligible for transportation services, according to School Committee Policy EE, Transportation.

- The School Committee may establish "buffer zones" for one or more elementary schools to provide flexibility in the assignment of students for families new to the Needham Public Schools. A buffer zone is a defined area for which individual addresses may be assigned to one of two elementary school attendance zones.

With respect to the assignment of families residing in buffer zones:

- The preference of the family will be considered in making the initial assignment. However, the Superintendent will use current and prospective enrollment, School Committee class size guidelines and other pertinent factors to guide decision making.
- Families who live in buffer zones are eligible for transportation services, according to School Committee Policy #EE, Transportation.
- Once a student is assigned a school, that will be the student's school until the conclusion of the fifth grade, unless the student's parent or guardian applies for, and is granted a transfer to a school in a different attendance zone as outlined in section # 1.
- The subsequent assignments of siblings in a given family will be made to the same school unless the family requests a different assignment.
- Assignments will be made at the discretion of the Superintendent.

The School Committee directs the Superintendent to consider the following factors in making school assignments within buffer zones: Class size equity, neighborhood continuity and cohesion, family disruption and preference, and any other factor determined to be relevant by the Superintendent.

The attendance areas designated as buffer zones are subject to periodic review by the Superintendent who will bring suggested changes to the School Committee for review and approval.

SCHOOL COMMITTEE POLICY
NEEDHAM PUBLIC SCHOOLS

FILE		IKE
Policy for: PROMOTION AND RETENTION OF ELEMENTARY STUDENTS		Revision
Date Approved by School Committee:	Signature of Chair:	Page 1 of 1

Students will normally progress annually from grade to grade. Exceptions may be made when, in the judgment of the professional staff, such exceptions are in the best educational interest of the students involved. Decisions will only be made after prior notification and explanation to each student's parents/guardians, but the final decision will rest with the building Principal.

In evaluating student achievement, teachers will make use of all available information, including results of assessments and other measures of skill and content mastery, standardized test results, and teacher observation of student performance. The Principal will direct and aid teachers in their evaluations and review grade assignments in order to ensure uniformity of evaluation standards.

DRAFT

SCHOOL COMMITTEE POLICY
NEEDHAM PUBLIC SCHOOLS

FILE

JECBB

Policy for: Admission of Interdistrict Transfer Students (Open Enrollment)		Revision 4
Date Approved by School Committee:	Signature of Chair:	Page 1 of 1
May 4, 2010	Dr. Connie Barr	

Parents may request out-of-district (within Needham) placement of their elementary school child. Requests will be submitted in writing to the Superintendent. A decision will be made at the discretion of the Superintendent in consultation with the sending and receiving principals.

Once a student is granted out-of-district placement, he/she may remain at the receiving school for the duration of his/her elementary education, subject to enrollment and/or redistricting requirements.

Class sizes in both schools will be considered in the decision to grant an out-of-district placement. Based on School Committee class size guidelines, out-of-district placement will be considered if a receiving Grade K-3 class is 19 or below, and if a receiving Grade 4-5 class is 21 or below. Priority will be given to the siblings of current out-of-district students. Transportation to and from the requested school will be the responsibility of the parents.

Needham School Committee
March 19, 2019

Agenda Item: **School Committee Comments**

Background Information:

- Members of the School Committee will have an opportunity to report on events, information, and matters of interest not on the agenda.

Members of the School Committee available for comment:

Aaron Pressman, Chair
Michael Greis, Vice-Chair
Connie Barr
Heidi Black
Andrea Longo Carter
Susan Neckes
Matthew Spengler

Needham School Committee
March 19, 2019

Agenda Item: **Information Item**

- Independent Accountants' Report on Student Activity Funds Procedures and Audit Guidelines June 2018

TOWN OF NEEDHAM, MASSACHUSETTS

**Independent Accountants' Report on Applying
Agreed-Upon Procedures in Accordance
with the Massachusetts Department of
Elementary and Secondary Education Agreed
Upon Procedures and Audit Guidelines:
Student Activity Funds**

June 30, 2018

MELANSON HEATH
ACCOUNTANTS • AUDITORS

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UPON PROCEDURES AND AUDIT GUIDELINES:
STUDENT ACTIVITY FUNDS

1

Additional Offices:

Nashua, NH
Manchester, NH
Greenfield, MA
Ellsworth, ME

**INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING
AGREED-UPON PROCEDURES IN ACCORDANCE WITH THE
MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY
EDUCATION AGREED-UPON PROCEDURES AND AUDIT GUIDELINES:
STUDENT ACTIVITY FUNDS**

**To the Superintendent and School Committee
Needham, Massachusetts**

We have performed the procedures enumerated below, which were agreed to by the management of the Town of Needham, Massachusetts solely to assist the School Committee in evaluating the School's assertion that it has complied with the requirements set forth in the Massachusetts Department of Elementary and Secondary Education's (DESE) Agreed-Upon Procedures and Audit Guidelines: Student Activity Funds. Needham Public Schools management is responsible for compliance with these guidelines. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below for the purpose for which this report has been requested or for any other purpose.

We performed the procedures specified in the Massachusetts Department of Elementary and Secondary Education's Agreed-Upon Procedures and Audit Guidelines: Student Activity Funds to the Student Activity Fund records maintained at Needham Public Schools for the year ended June 30, 2018. We found no instances of noncompliance as a result of applying these agreed-upon procedures.

We were not engaged to, and did not, conduct an examination, the objective of which would be the expression of an opinion on the Student Activity Fund financial statements. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the School Committee and management of the Needham Public Schools and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Melanson Heath

March 12, 2019