



Needham School Committee

November 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

November 19, 2019 7:00 p.m.

Next School Committee Meeting: December 10, 2019

7:00 p.m. Public Comments

7:05 p.m. School Committee Comments

7:10 p.m. Superintendent's Comments

7:15 p.m. Consent Agenda:

1. Approve Minutes of the Meeting of October 15, 2019
2. FY20 Budget transfers
3. Accept Donations

Discussion Items

7:15 p.m. Student Presentation: Scholarship
Massachusetts Association of School Superintendents Certificate of Academic Excellence

7:30 p.m. Needham Education Foundation 2019 Fall Grant Awards

7:50 p.m. 2019 MCAS Results

8:40 p.m. Action Item
Approve FY20 Revised Revolving Funds Fees

8:45 p.m. School Committee Comments

Information Items

Dore & Whittier Facilities Presentation to PPBC
October 1, 2019 Enrollment
2019-2020 Class Size Reports
World Language Revised FY20 Revolving Fund Budget
Disposal of Surplus Items



Needham School Committee

November 19, 2019

Agenda Item: **Public Comments**

Background Information:

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



Needham School Committee

November 19, 2019

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

Background Information:

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

Members of the School Committee available for comment:

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



Needham School Committee

November 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.



Needham School Committee

November 19, 2019

Agenda Item: **Consent Agenda**

1. Approve Minutes of the Meeting of October 15, 2019
2. Approve FY20 Budget Transfers
3. Accept Donations

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
Minutes of the Meeting
October 15, 2019

Michael Greis, Chairman of the Needham School Committee called the meeting to order at 7:00 p.m.

Members of the School Committee present were:

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

Aidan Michelow (non-voting student member)

Members of the Central Administration present were:

Dan Gutekanst	Mary Lammi
Terry Duggan	Alexandra McNeil
Anne Gulati	

Public Comments

Public Comments

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

There were no comments.

School Committee Chair and Subcommittee Update

School Committee
Chair and
Subcommittee
Updates

Chairman Greis stated that Monday, October 28, 2019, is the Town of Needham Special Town Meeting. He added that most of the warrant articles will address zoning changes in the town and that there is one warrant article relative to remediation work at the Pollard Middle School.

Chairman Greis stated that on Saturday, October 19th from 9:30 am - 10:30 am, the School Committee will hold an Open House at the Sunita L. Williams Elementary School. He stated that this is an opportunity for the community to have an informal discussion with the School Committee and the Superintendent as well as take a tour of the new school.

Chairman Greis stated that the Sunita L. Williams Elementary School Dedication was a fantastic event. He added that Sunita Williams is an incredible role model and an inspiration for all students. Chairman Greis stated that state and town officials attended the event as well as members from NASA, and classmates from the United States Naval Academy. Chairman Greis stated that the Sunita L. Williams Elementary School Dedication will air on the Needham Channel. He encouraged members of the community who were not able to attend the dedication ceremony to watch it on the Needham Channel. Chairman Greis extended his appreciation to Superintendent Gutekanst, Principal Michael Kascak, and all of the Sunita L. Williams Elementary School staff who put together a flawless dedication ceremony.

Aaron Pressman stated that the student performances were excellent. He confirmed with the Superintendent that tours will be given intermittently, and that community members do not have to arrive at 9:30 am to receive a tour of the school.

Mr. Pressman stated that he attended an informative Needham Special

Education Parent Advisory Council Business Meeting this morning, Tuesday, October 15th. He also stated that Wednesday, October 16, 2019, the Needham Special Education Parent Advisory Council will hold its annual overview of what Needham has to offer students with all types of needs at all the schools, from preschool through age 22. He stated that this is a very valuable informational meeting and encouraged everyone to attend.

Heidi Black stated that she attended the Future School Needs Committee meeting on Tuesday, October 8, 2019. She stated that one of the topics of discussion was on the October 1 enrollment and the next steps moving forward. She also stated that the Future School Needs Committee will be engaging the efforts of Demographer Jerome McKibben to report on his data regarding the October 1 enrollment report as well as other metrics.

Connie Barr stated that Sunita William's accomplishments are well known and that her commitment to excellence and her great humility and connection to others is also notable.

Susan Neckes expressed her appreciation to Superintendent Gutekanst, Principal Kascak, Joyce Wiggin, Hank Haff, and Lori Donovan. Ms. Neckes also commented on Sunita Williams's humility and generosity of spirit.

Andrea Longo Carter expressed her appreciation for the buttons and face signs from classmates of the United States Naval Academy. Ms. Longo Carter stated that it was a truly memorable event. She encouraged members of the community to watch the Sunita L. Williams School Dedication video on the Needham Channel.

Superintendent Gutekanst expressed his appreciation to Joyce Wiggin, Hank Haff, Michael Kascak and Lori Donovan for their coordination of the entire event.

Superintendent's
Comments

Superintendent's Comments

Superintendent Gutekanst referred to the October 2019 issue of the Educational Leadership Magazine and its themed issue, "Making School a Safe Place." Superintendent Gutekanst stated that Pollard Middle School Principal, Tamatha Bibbo and her colleagues co-wrote an article for the magazine titled, *Don't Forget About Me!* Superintendent Gutekanst congratulated Principal Bibbo as well as her colleagues, Roberto d'Erizans, Lee Ann Jung.

Superintendent Gutekanst provided a brief extract on the 2019 MCAS test results. He stated that a full report will follow at the November 5, 2019, School Committee meeting. Superintendent Gutekanst stated that the Pollard Middle School was named a school of recognition by the state for its high growth for all students. He added that Pollard's overall performance is better than 97% of other similar schools across the state. The 7th-grade math scores are 7th highest in the state with 86% meeting or exceeding expectations, 8th-grade math scores are were 8th highest in the state with 85% meeting or exceeding expectations, 7th and 8th grade, and ELL scores are 8 in the state. Superintendent Gutekanst stated that Hillside School, now the Sunita L. Williams Elementary School, was also named a school of recognition by the state for exceeding its targets and its performance was better than 94% of other similar schools across the state. Superintendent Gutekanst stated that this is the first time Needham High School students took the Next Generation MCAS Test. He added that Needham High School had the 8th highest score in the state for grade 10 math and the 10th highest score in the state for grade 10 ELA.

Needham High School Student Advisory to School Committee Report

NHS SASC Report

Dr. Gutekanst introduced this item. He stated that this is the first, of several reports, the SASC will provide the School Committee this year. Dr. Gutekanst also stated that SASC meets regularly with the principal to discuss school issues, concerns, and ideas with the high school administration. Dr. Gutekanst added that students are excited and prepared to discuss these issues with the School Committee and welcome School Committee questions and comments. Dr. Gutekanst welcomed, Robin Kane, Sara Kates, Hannah Keselman, Aidan Michelow, Zach Sickles, and Evan Tsingos and invited them to present their report.

Students thanked the School Committee for the opportunity to present the current events of Needham High School. Evan Tsingos was introduced as the newest member of the SASC representing the class of 2023. Students reported on fundraising and school spirit activities as well as senior class activities. The At-large report included an update on plans for the annual Bonfire and Homecoming. Students also share information on their response to the anti-Semitic graffiti that was discovered in one of the bathrooms at Needham High School. Students reported on emails to the school population and announcements over the loudspeaker regarding this matter. The Jewish Student Union has been active, handing out bracelets to students as they walk into school and speaking at the class meetings. Students reported that Principal Sicotte met with the leaders of clubs devoted to social justice and activism. The result of these conversations sparked the realization that all the clubs fall under the SAFE agenda- Students Advocating for Equity. The goal now is to make SAFE an umbrella for other clubs and activities, instead of a separate entity. Discussion followed.

2019-2020 Human Resources Update2019-2020 Human
Resources Update

Dr. Gutekanst introduced this item and invited Alexandra McNeil, Assistant Superintendent of Human Resources to present the 2019-2020 Human Resources Update.

Dr. McNeil began her presentation by introducing the Human Resources Team, Brian Higgins, Assistant Director of HR, Lisa Tedeschi, Assistant to the Assistant Superintendent, Mary Santiago, Administrative Assistant, Sue Patch, HR Specialist, Stacy Dixon, Payroll Supervisor, and Robert Braman, Payroll Coordinator.

Dr. McNeil stated that the Human Resources Mission is to develop systems and structures to support all staff so that they can provide students and families the best possible education for future leaders, astronauts, gymnasts, teachers and more. This will be done by keeping the Portrait of a Needham Graduate at the center of our daily work.

Dr. McNeil's presentation included an overview of recruitment and retention, performance and management, wellness in the workplace, and employee relations. Dr. McNeil also presented highlights from FY19. She stated there were a total number of 407.4 teachers, 99.8% are highly qualified, and 95.8% are rated as proficient. Dr. McNeil stated that the teacher retention rate increased to 91% and 25 teachers attained Professional Teacher Status.

Dr. McNeil stated that in the year ahead the district will continue to align its work with the Portrait Vision and the District Action Plan for FY20. She also stated that she looks forward to completing negotiations for Unit B, C, D, and E. Dr. McNeil stated that the plans will begin on assessing the potential impact of the Portrait plans on the district's future organizational structure and staffing. Dr. McNeil stated that the Human Resources department continues to enhance strategies in Human Resources recruitment and

retention of diverse and qualified staff. She also stated that Human Resources will review the district's current Professional Learning and align this with the Portrait of a Needham Graduate. The full report of the 2019-2020 Human Resources Update is available online at www.needham.k12.ma.us. Discussion followed.

Superintendent's Goals 2019-2020

Superintendent's Goals 2019-2020

Dr. Gutekanst led the discussion on this item. He stated that all professional staff, including the Superintendent, must use the district goals to develop specific and personal goals as part of the Department of Elementary and Secondary Education (DESE) educator evaluation program. He also stated that he has incorporated district priorities into his proposed goals for the 2019-2020 school year and will ask the School Committee to vote to support his professional practice, student learning, and district improvement goals at a subsequent meeting. Dr. Gutekanst stated that he will provide an update on his progress later in the school year and that the School Committee will develop a final evaluation that reflects, in part, his progress on these goal areas.

Dr. Gutekanst also stated that he will partner more directly and closely with the town to enhance communications, collaboration, and planning on school maintenance. Dr. Gutekanst stated that he looks forward to working on these areas and reporting back to the School Committee. An outline of the Superintendent's Goals is included in the School Committee Packet and is available online at www.needham.k12.ma.us. Discussion followed.

ACTION ITEMS

Approve FY2021-2025 Capital Improvement Plan Request

Approve FY2021- 2025 Capital Improvement Plan Request

Upon the recommendation of the Superintendent, that the Needham School Committee approves the FY2021-2025 Capital Improvement Plan Request as submitted.

A motion
was made:

The motion was moved by Connie Barr and seconded by Andrea Longo Carter.

The vote was 7-0-0

Establish Needham High School Bird's Hill Pharmacy Scholarship

Establish Needham High School Bird's Hill Pharmacy Scholarship

Upon the recommendation of the Superintendent, that the Needham School Committee establishes the Needham High School Bird's Hill Pharmacy Scholarship as submitted.

The motion was moved by Andrea Longo Carter and seconded by Connie Barr.

The vote was 7-0-0

School Committee Comments

School Committee Comments

Chairman Greis stated that on Friday, October 25, 2019, is the George Dennett Needham High School Distinguished Career Award Ceremony. He added that this is a revered fall tradition for the junior class and members of the Needham community.

Chairman Greis provided an update on Needham becoming a green community. He stated that the Select Board will hold a public hearing on Wednesday, October 16, 2019, at 7:30 pm in Powers Hall. Chairman Greis provided additional information on the Fuel Efficient Vehicle Policy and the Energy Reduction Plan.

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
2019-2020

At approximately 9:05 p.m., a motion was made to adjourn the School
Committee meeting of October 15, 2019.

Adjournment

A motion
was made:

The motion was moved by Connie Barr and seconded by Sue Neckes.
The vote was 7-0-0

Respectfully submitted by Cheryl Gosmon, Note Taker

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: November 19, 2019

Item Title: **FY 2019/20 Budget Transfers**

Item Description: Transfer of FY20 budget allocations between line items in the following amounts:

Salaries	(\$0.00)
Purchase of Service/Expense	\$0.00
Capital	<u>\$0.00</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 FY20 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>							
0001.3032.040.99.1220.099.99.520.030.5780.300.06	Dir of Program Dev	Unassigned	Assistant Superintendent	All Other Expenses	1,319.00		1,319.00
0001.3561.005.21.2358.030.99.520.030.5303.300.04	Math Instruction	Broadmeadow	Outside PD for Instructional Staff	Professional & Technical Training	1,787.00		1,787.00
0001.3561.005.22.2358.030.99.520.030.5303.300.04	Math Instruction	Eliot	Outside PD for Instructional Staff	Professional & Technical Training	1,828.00		1,828.00
0001.3561.005.23.2358.030.99.520.030.5303.300.04	Math Instruction	Hillside	Outside PD for Instructional Staff	Professional & Technical Training	1,787.00		1,787.00
0001.3561.005.24.2358.030.99.520.030.5303.300.04	Math Instruction	Mitchell	Outside PD for Instructional Staff	Professional & Technical Training	2,006.00		2,006.00
0001.3561.005.25.2358.030.99.520.030.5303.300.04	Math Instruction	Newman	Outside PD for Instructional Staff	Professional & Technical Training	1,828.00		1,828.00
0001.3561.005.30.2358.030.99.520.030.5303.300.04	Math Instruction	Pollard	Outside PD for Instructional Staff	Professional & Technical Training	145.00		145.00
0001.3561.040.21.2455.030.99.520.030.5305.300.04	Math Instruction	Broadmeadow	Instructional Software	Professional & Technical SW License Fees	376.00		376.00
0001.3561.040.22.2455.030.99.520.030.5305.300.04	Math Instruction	Eliot	Instructional Software	Professional & Technical SW License Fees	376.00		376.00
0001.3032.040.99.1220.099.99.520.030.5710.300.06	Dir of Program Dev	Unassigned	Assistant Superintendent	In-State Travel		900.00	(900.00)
0001.3032.040.99.1220.099.99.520.030.5720.300.06	Dir of Program Dev	Unassigned	Assistant Superintendent	Out-of-State Travel		419.00	(419.00)
0001.3561.005.21.2356.030.99.520.030.5710.300.06	Math Instruction	Broadmeadow	Costs for Instructional Staff to Attend PD	In-State Travel		300.00	(300.00)
0001.3561.005.22.2356.030.99.520.030.5710.300.06	Math Instruction	Eliot	Costs for Instructional Staff to Attend PD	In-State Travel		300.00	(300.00)
0001.3561.005.23.2356.030.99.520.030.5710.300.06	Math Instruction	Hillside	Costs for Instructional Staff to Attend PD	In-State Travel		300.00	(300.00)
0001.3561.005.24.2356.030.99.520.030.5710.300.06	Math Instruction	Mitchell	Costs for Instructional Staff to Attend PD	In-State Travel		300.00	(300.00)
0001.3561.005.25.2356.030.99.520.030.5710.300.06	Math Instruction	Newman	Costs for Instructional Staff to Attend PD	In-State Travel		300.00	(300.00)
0001.3561.005.26.2356.030.99.520.030.5710.300.06	Math Instruction	High Rock	Costs for Instructional Staff to Attend PD	In-State Travel		1,000.00	(1,000.00)
0001.3561.005.30.2356.030.99.520.030.5710.300.06	Math Instruction	Pollard	Costs for Instructional Staff to Attend PD	In-State Travel		1,000.00	(1,000.00)
0001.3561.005.25.2410.030.99.520.030.5517.300.05	Math Instruction	Newman	Textbooks	Ed Supplies - Textbooks/Workbooks		6,404.00	(6,404.00)
0001.3561.005.24.2410.030.99.520.030.5517.300.05	Math Instruction	Mitchell	Textbooks	Ed Supplies - Textbooks/Workbooks		229.00	(229.00)
0001.3031.040.99.1230.099.99.520.030.5341.300.04	Dir of Student Dev	Unassigned	Other District-Wide Administration	Postage	1,019.35		1,019.35
0001.3031.040.99.1220.099.99.520.030.5780.300.06	Dir of Student Dev	Unassigned	Assistant Superintendent	All Other Expenses		1,019.35	(1,019.35)
SUBTOTAL PURCHASE OF SERVICE & EXPENSE					12,471.35	12,471.35	-
GRAND TOTAL					12,471.35	12,471.35	-

NEEDHAM SCHOOL COMMITTEE

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

Item Title: Approve School Department Donations

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

	Est.Value:
• Ms. Kayla Malone of Tripadvisor, Needham MA, donation of 312-7 Gallon trash barrels in support of Needham Public Schools	\$1,460.00
• Needham Florist, Needham MA, donation of large floral arrangement to support the dedication of Sunita L. Williams School	Est.Value: \$150.00
• Touchdown Club of Needham MA, donation to support the purchase of practice football jerseys, for NHS Athletics	\$180.00
• Friends of Needham Cross Country, Needham MA, donation to support indoor/outdoor uniforms for NHS Track	\$3,151.50
• Needham, Athletic Booster Club, Needham MA, donation for Fall Waivers in support of NHS Athletics	\$8,500.00
• NHS Field Hockey Organization, Needham MA, donation to purchase field hockey uniforms in support of NHS Athletics	\$1,418.79
• Veryst Engineering, LLC of Needham Heights MA, donation to support the NHS Robotics Club	\$2,000.00
• Donation to Elizabeth L. Gardner Scholarship from Elizabeth L. Gardner Charitable Trust	\$7,067.50
• Proceeds from coffee cart sales to benefit the NHS Coffee Cart Club	\$65.00
• Proceeds from a bake sale to benefit the NHS Anime Club	\$231.35
• Proceeds from a bake sale to benefit the NHS Anime Club	\$26.75
• Proceeds from the Class of 2022 bake sale to benefit NHS Class of 2022	\$117.00
• Proceeds from a bake sale to benefit NHS Save a Child's Heart Club	\$111.80
• Proceeds from a bake sale to benefit the NHS Own Your Peace Club	\$81.25
• Proceeds from a bake sale to benefit NHS SAMD Club	\$132.00
• Proceeds from a bake sale to benefit NHS EKAL club	\$50.01
• Proceeds from a bake sale to benefit NHS Bomb Squad Club	\$55.00
• Proceeds from a bake sale to benefit NHS Bomb Squad Club	\$38.00
• Class of 2021 Halloween event to benefit Class of 2021	\$969.00
• Closed box donations at the SAMD Mamma Mia show to benefit the NHS SAMD Club	\$1,348.00
• Closed box donations at the SAMD Mamma Mia show to benefit the NHS SAMD Club	\$15.00
• Closed box donations to benefit the NHS Happy Campers Club	\$149.00

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

November 19, 2019

Agenda Item: **Discussion**

Student Presentation: Scholarship

*Massachusetts Association of School Superintendents
Certificate of Academic Excellence*

- The Superintendent will award the Massachusetts Association of School Superintendents Certificates of Academic Excellence to:

Anne Kiely
Eric Xu

- This award is presented to students who have distinguished themselves in the pursuit of excellence during their high school careers.



Needham School Committee

November 19, 2019

Agenda Item: **Discussion**

Needham Education Foundation 2019 Fall Grant Awards

Background Information:

- The 2019 Fall Grant Awards will be announced.

Action Item

Upon recommendation of the Superintendent that the Needham School Committee accepts with gratitude the Needham Education Foundation 2019 fall grant awards in the amount of \$50,102.

Persons Available for Presentation:

Mr. Robert Murphy, Needham Education Foundation Fall Grants Committee Co-Chair

Mr. Christopher Lee, Needham Education Foundation Fall Grants Committee Co-Chair

2019 Fall Grants Recommendations

Sensory Pathways for Eliot - Eliot- \$4325

Small Express Grant, Grant Writer: Jenn Scheck-Kahn, Parent

This grant will fund the installation of two sensory paths for students to use when they need a movement or therapeutic break. One pathway will be located in a high traffic area and the second pathway will be located in a quieter wing upstairs. Each path is designed to change the child's body position as they complete the course, focusing on academic visuals while moving the body in a specific order. Students are able to release the energy and sensory build up that impacts their ability to focus and retain information in the classroom. This is an Express Grant from a Winter 2019 grant at Broadmeadow.

Sensory Pathways for Mitchell - Mitchell - \$5000

Small Express Grant, Grant Writer: Rosemary Rose, Occupational Therapist

This grant will fund the installation of two sensory paths for students to use when they need a movement or therapeutic break. One pathway will be located in the kindergarten modular building and the second pathway will be located in the grades 1-2 wing. Each path is designed to change the child's body position as they complete the course, focusing on academic visuals while moving the body in a specific order. Students are able to release the energy and sensory build up that impacts their ability to focus and retain information in the classroom. This is an Express Grant from a Winter 2019 grant at Broadmeadow.

History At Play - "A Revolution of Her Own!" - Pollard - \$1800

Small Grant, Grant Writer: Jane Evans, Community Member (League of Women Voters of Needham)

This grant will fund four performances for the Pollard 8th grade of "A Revolution of Her Own!" - the story of Massachusetts native, Deborah Sampson, the first woman to enlist, to fight, and to be honorably discharged from the American Military. Students will travel back in time to experience a story that will enrich and deepen their understanding of and connection to the lives of common people during the Revolutionary War era, particularly women. Each performance will be followed by a question and answer session with the performer.

Math Recess: An experience in play and learning - District-wide - \$3000

Small Multi-School Grant, Grant Writer: John Shea, NHS Math Department Chair

This grant will fund professional development for all K-5 math coaches and grade 6-12 math teachers with Sunil Singh, co-author of "Math Recess," a book which emphasizes learning mathematics through play and as a means to provide equity to all students. He will work with teachers to deepen their understanding of mathematical play, provide ideas for implementation, and identify where the ideas integrate and align with math state frameworks.

Author Jen Deaderick @TheNHSLibrary - Needham High - \$200

Small Grant, Grant Writer: Paige Rowse, Librarian

This grant will fund a visit with graphic novel author Jen Deaderick to host a series of workshops at the NHS's One Day program. Addressing the theme of 'community,' these workshops will focus on the challenges of gender and equality in our local and national communities as well as discuss her graphic novel, *She the People*.

Cooking For Kids - Sunita Williams - \$668

Small Grant, Grant Writer: Hardeep Jassal, Early Learning Classroom (ELC) Board Certified Behavior Analyst (BCBA)

This grant will fund the purchase of ingredients to use in a weekly cooking activity for students learning life skills in substantially separate early learning classrooms. The cooking activity will provide an opportunity for various service providers to collaborate, and it will serve as a chance for reverse inclusion in which ELC general education peers can help with the activity and provide appropriate peer modeling.

"Your Voice Matters. What's Your Story?" - Needham High School - \$14,930

Large Grant, Grant Writer: Robyn Briggs, Visual Arts teacher

This grant will fund an artist in residency program with The Cauldron, a feminist social practice focusing on transformative experience through intentional gathering, vulnerability and fostering community. The artists will conduct: a workshop open to all students on NHS's One Day, professional development for art teachers, a master class with the Senior Studies students producing a permanent student mural, and a guided tour of their exhibit at the Museum of Fine Arts. Funds will also go to purchase hanging supplies, a TV, and display cases to create a gallery for visual and digital arts in the new wing of the high school. The inaugural exhibition in the new gallery space will focus on the theme of empathy as it relates to equity. The Cauldron will work with students creating work for the exhibition to help them understand their own voices and their conversations around equity.

Vox Books- Books that Talk! Express Grant Multi-school - Broadmeadow, Eliot, Newman - \$9000

Small Multi-School Grant, Grant Writer: Molly Mullin, Eliot Librarian

This grant will fund the purchase of an 81-title collection of Vox Books for the Broadmeadow, Eliot and Newman libraries. Vox Books are hardcover books with an integrated audio recording. To pair the tactile experience of a book along with listening to the book being read aloud will help many emergent readers, engage reluctant readers, and support teachers as they strive to differentiate instruction. This is an Express Grant from a Fall 2018 grant at Hillside.

Pedometers for Movement, Math, and More! - Broadmeadow - \$1645

Small Grant, Grant Writer: Mackenzie Schnyer, 2nd grade teacher

This grant will fund the purchase of a class set of pedometers for each second grade classroom. Beyond the positive physical benefits, the step count data from the pedometers will be used to reinforce math concepts such as graphing and place value and to better understand real-life distances in their geography units.

Mindfulness at High Rock -- High Rock -- \$4800

Small Grant, Grant Writer: Jennifer Grant, 6th grade Science teacher

This grant will fund a stipend for a mindfulness educator to conduct three workshops for students and teachers in each cluster classroom, for a total of 60 sessions. By working in a smaller setting, all students and a majority of teachers will develop the tools to practice mindfulness independently. Mindfulness practice can have immediate impacts on the moods, emotions and ability to self-regulate for both children and adults and will serve to improve the quality of life for the school community.

Professional Development at NSTA National Conference - All Elementary - \$1620

Small Multi-School Grant, Grant Writer: Elaine Kohen, Newman STEAM Facilitator

This grant will fund the registration fees for five STEAM teachers to attend the National Science Teachers of America conference in Boston. This conference will provide an opportunity to receive professional development, connect with peers from around the country, share ideas, and learn from best practices. Ideas from the conference will help in the teacher's current efforts to write new curriculum for the elementary STEAM programming.

Arts Education Professional Development Opportunity - All Elementary - \$3114 (Partial)

Small Multi-School Grant, Grant Writer: Claudia Carpenter, Newman Visual Arts teacher

This grant will fund registration fees and travel for four elementary visual arts teachers to attend the National Arts Education Association conference in Minneapolis. Attendees will focus on sessions relating to kindergarten curriculum and strategies for inclusivity and representation in the art room. Learnings from the conference will be shared with the entire elementary team and integrated into their teaching.

Total Recommended for Funding: 12 grants for a total of \$50,102



Needham School Committee

November 19, 2019

Agenda Item: **Discussion**

2019 MCAS Results

Background Information:

- Dr. Duggan will provide a report on the district's performance on the Massachusetts Comprehensive Assessment System (MCAS) tests administered to all students in grades 3-8, and 10.
- Overall, Needham students performed well, and we have noted areas for improvement and growth.

Persons Available for Presentation:

Dr. Terry Duggan, Assistant Superintendent for Student Learning

MCAS 2019

Next-Gen Assessment & Accountability System

Theresa W. Duggan, Ed.D.

November 19, 2019

Highlights

Next-Generation MCAS

Needham's Performance

Accountability System

Comparable Communities

2019 MCAS Assessment

- **Next-generation MCAS assessments**

- Third administration of new assessments in grades 3 through 8 (ELA & Math)
- First administration of new assessments in grade 10 (ELA & Math)
- Administered online grades 3,4, 5, 6,7, 8 and 10
 - First time for grades 3, 6, and 10
- New science MCAS assessments were administered to students in grades 5 and 8
- Scores reported using the achievement levels: *Exceeding Expectations, Meeting Expectations, Partially Meeting Expectations, and Not Meeting Expectations.*

- **Legacy MCAS Assessment**

- Legacy science MCAS assessments were administered to students in high school
- Scores reported using the achievement levels of *Advanced, Proficient, Needs Improvement, and Warning/Failing*
- Paper-based

2019

ACHIEVEMENT RESULTS

Reporting Test Results: Achievement

■ Achievement Scores

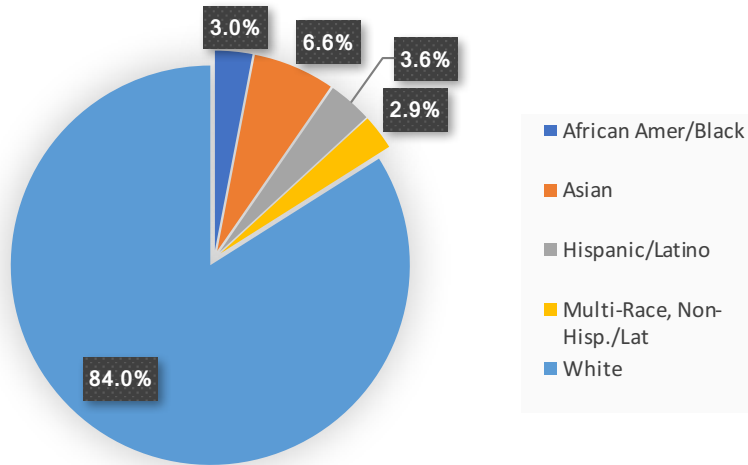
- Reported as a **percent** (e.g. % Meeting or Exceeding Expectations)
- Reported as a **number from 440-560** called an **Average Scaled Score** (e.g. 534.5)
- **Average Scaled Scores** are more precise than per cents when comparing the achievement of groups or change in achievement over time
- ESE defines improving as gaining 2.0 or more scaled score points, or more than 2% gains (Statistical significance varies depending on school size)

Next-Generation Test: Achievement Levels

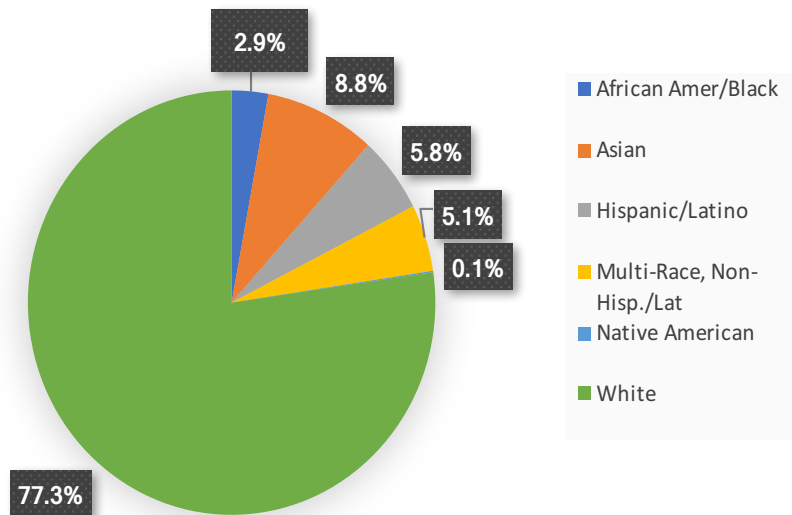
Achievement Level	Scaled Score Range
Exceeding Expectations	530–560
Meeting Expectations	500–529
Partially Meeting Expectations	470–499
Not Meeting Expectations	440–469

Demographics: Our Community 2010-2019

2010 NPS Demographics



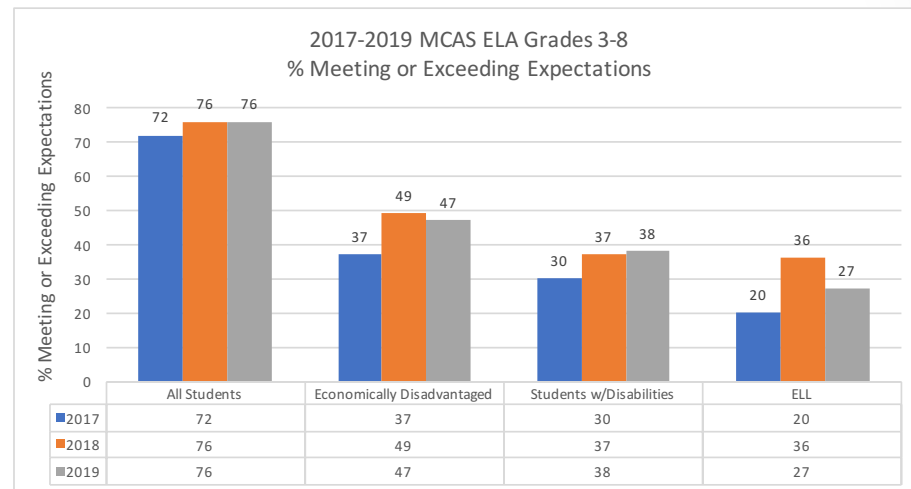
2019 NPS Demographics



Increase in Asian students (from 6.6% to 8.8%); Hispanic/Latino (from 3.6% to 5.8%); Multi-Race (from 2.9% to 5.1%); Decrease in White students (from 84% to 77.3%)

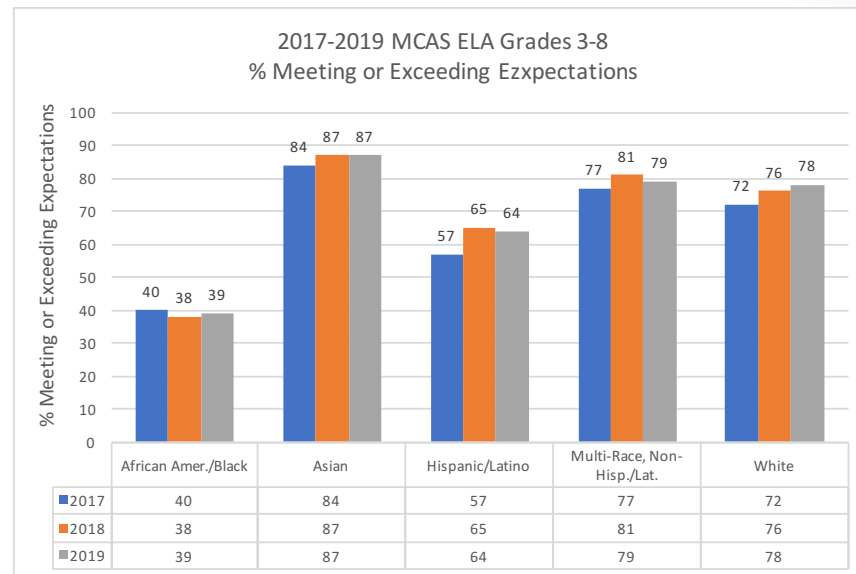
Achievement: ELA Grades 3-8

- 76% of all students are meeting or exceeding expectations
- 21% of all students are partially meeting expectations
- For all high needs groups, overall results showed a significant upward tendency ($\geq 2\%$) between 2017 and 2019



Achievement Racial Groups: ELA Grades 3-8

- For most racial/ethnic groups, overall results showed a significant upward tendency ($\geq 2\%$) between 2017 and 2019
- Asian students continue to outperform all other racial/ethnic subgroups
- Gap continues for African American/Black students. However, cohorts of students have seen significant increase in scaled scores over last 3 years



Racial Cohort Achievement: ELA 3-8

Black/African American				
Grade	2017	2018	2019	Cohort Change
3	496.1	494.9	496.2	
4	x	501.6	491.0	-3.9
5	496.3	x	502.1	6.0
6	x	502.0	x	x
7	x	x	500.8	4.5
8	x	501.4	x	x

Asian				
Grade	2017	2018	2019	Cohort Change
3	512.2	520.2	520.8	
4	517.3	514.3	514.0	-6.2
5	512.0	523.1	524.0	11.8
6	528.3	525.8	533.7	16.4
7	521.0	523.8	522.8	10.8
8	520.5	524.4	534.2	5.9
				3.4

Latino				
Grade	2017	2018	2019	Cohort Change
3	496.4	504.2	503.8	
4	500.6	503.6	507.4	3.2
5	501.8	507.1	502.2	5.8
6	503.1	509.6	515.1	14.5
7	512.3	503.7	506.8	5.0
8	505.8	525.6	511.1	8.0
				13.3

Multi-Race				
Grade	2017	2018	2019	Cohort Change
3	503.9	513.4	512.5	
4	506.3	507.0	515.1	1.7
5	514.8	513.5	507.4	3.5
6	521.5	526.4	527.6	21.3
7	513.3	521.6	520.0	5.2
8	514.1	522.8	530.6	9.1
				9.5

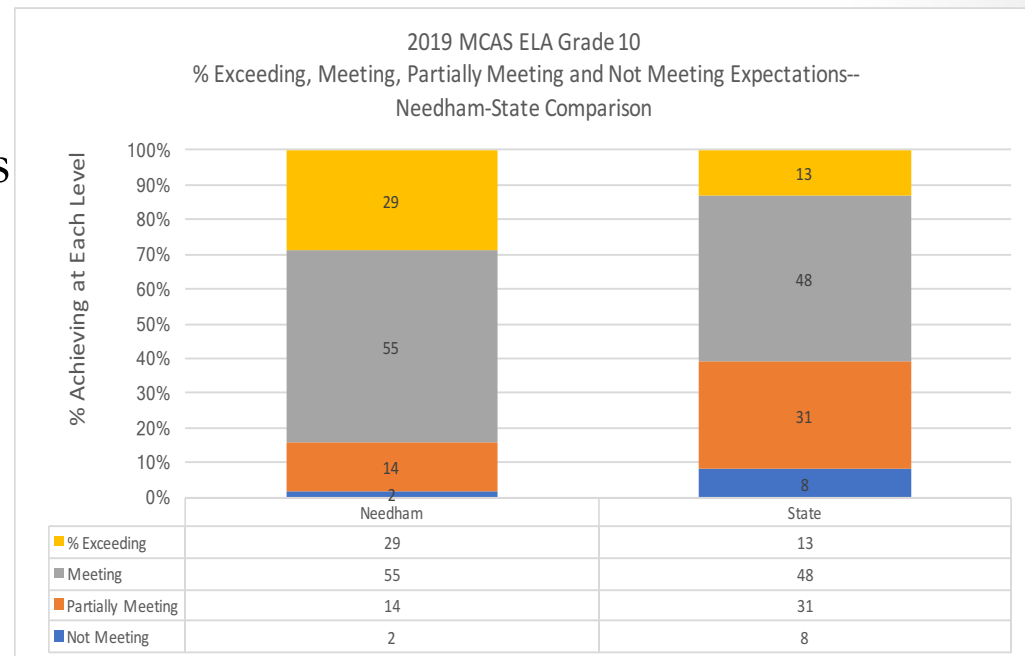
White				
Grade	2017	2018	2019	Cohort Change
3	506.3	510.8	512.7	
4	508.8	510.4	510.3	-0.5
5	507.9	510.3	512.2	5.9
6	514.5	516.3	519.3	10.5
7	513.0	516.2	515.3	7.4
8	514.5	524.0	524.8	10.3
				11.0

*For number of students in each cohort, see slide 41

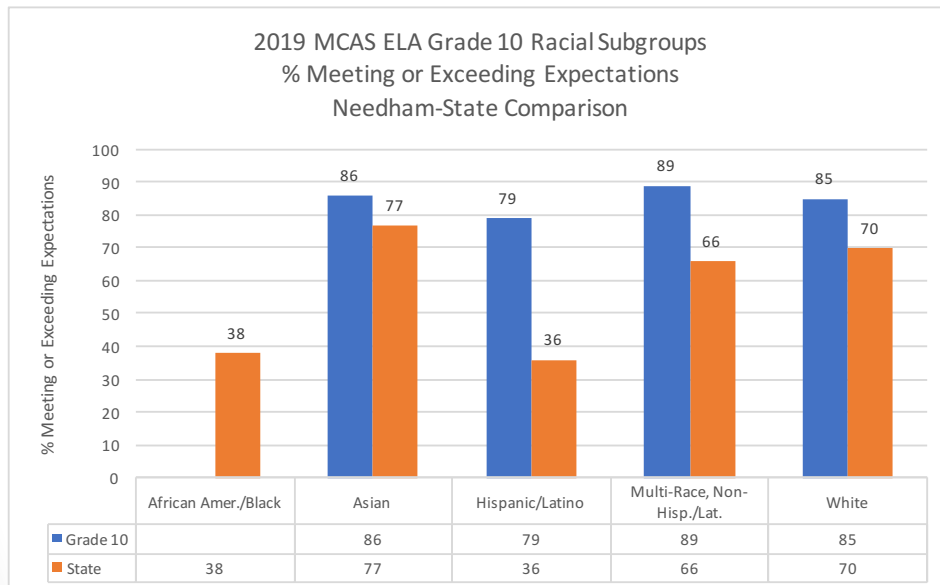
Achievement: ELA Grade 10

- First year of new test
- Unable to compare progress to previous year scores
- 84% of all students are meeting or exceeding expectations as compared to 61% at the state

★ ■ 9th highest score in the state for grade 10 ELA



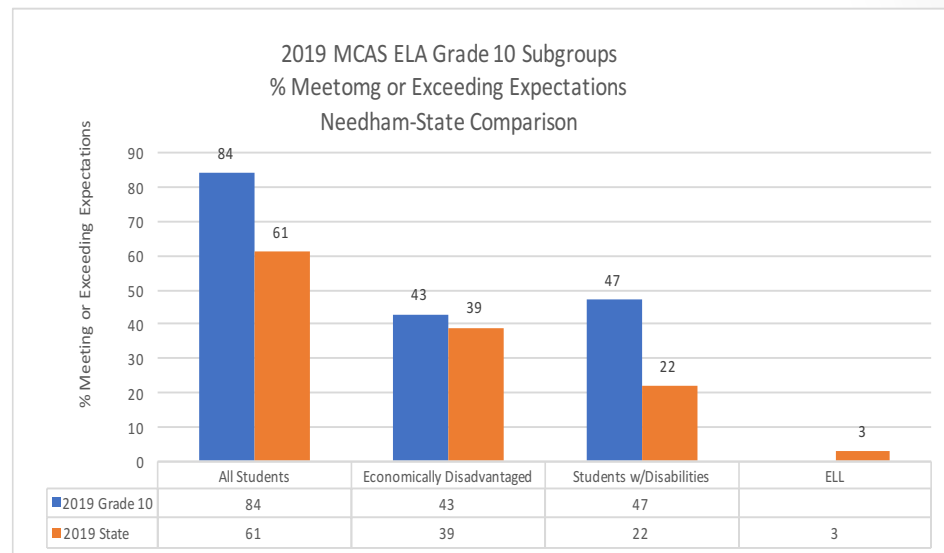
Achievement: ELA Grade 10



- Racial subgroups in Needham continue to outperform their counterparts across the state.
- Differences ranged from 9 to 43 percentage points
- In 2019 our Hispanic students exceeded their counterparts across the state by 43 percentage points

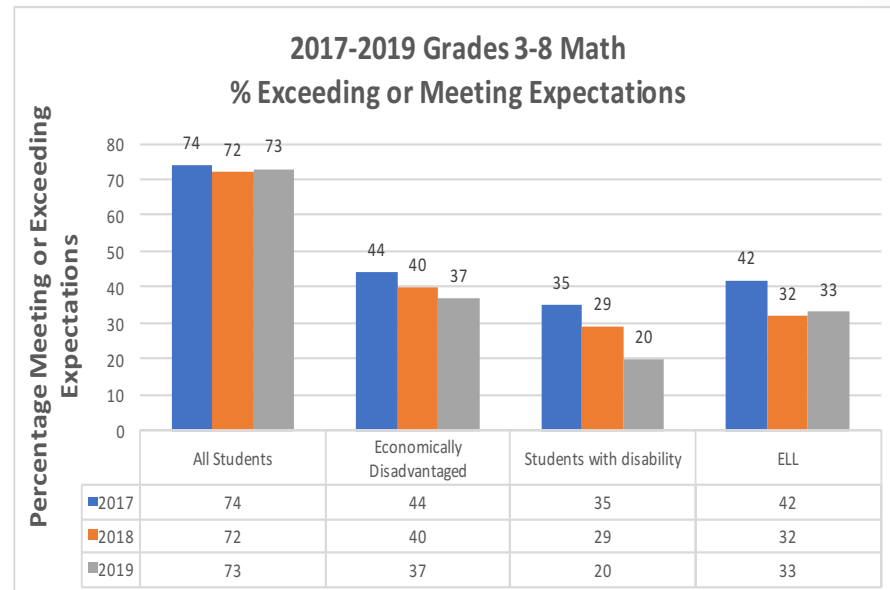
Achievement: ELA Grade 10

- Other subgroups in Needham continue to outperform their counterparts across the state.
- Differences ranged from 4 to 25 percentage points
 - In 2019 our students with disabilities exceeded their counterparts across the state by 25 percentage points



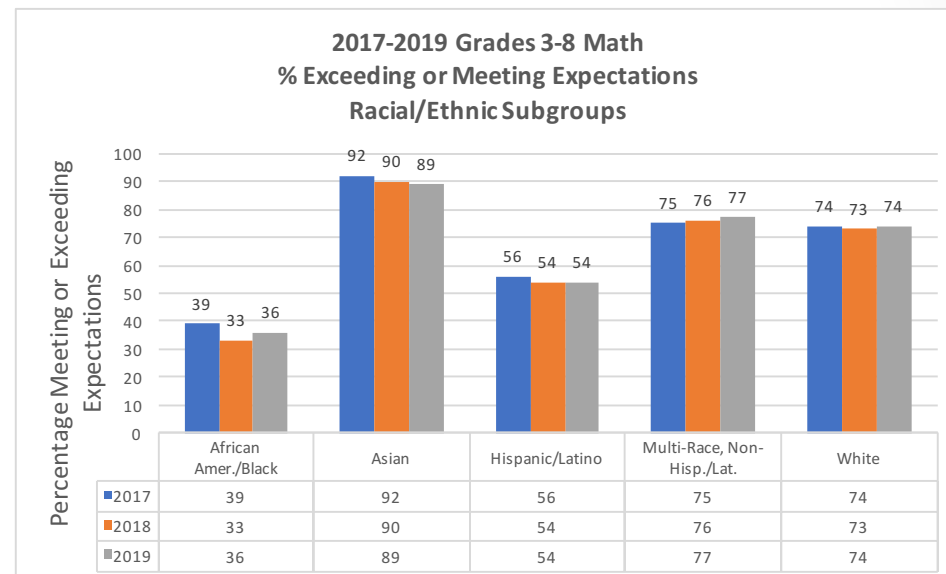
Achievement: Math Grades 3-8

- 73% of all students are meeting or exceeding expectations
- 24% of all students are partially meeting expectations
- Overall results for grades 3-8 remained consistent over last three years
- Trending downward over last three years for high needs groups




Achievement: Math Grades 3-8


- Performance of racial/ethnic groups has remained fairly consistent over the last three years.
- Asian students continue to outperform all other racial/ethnic subgroups
- Gap continues for African American/Black students. However, **cohorts** of students have seen significant increase in scaled scores over last 3 years




Racial Cohort Achievement: Math 3-8




Grade	Black/African American			Cohort Change
	2017	2018	2019	
3	491.7	485.2	492.0	
4	x	494.0	478.7	-6.5
5	496.7	x	501.7	10.0
6	x	498.4	x	
7	x	x	506.6	9.9
8	x	492.4	x	




Grade	Asian			Cohort Change
	2017	2018	2019	
3	521.7	520.9	521.7	
4	523.2	518.5	513.2	-7.7
5	520.6	522.4	523.0	1.3
6	531.7	526.5	532.2	9.0
7	524.7	528.8	530.0	9.4
8	527.5	527.2	538.5	6.8
				2.5



Grade	Latino			Cohort Change
	2017	2018	2019	
3	496.8	498.4	495.4	
4	499.4	494.9	494.7	-3.7
5	501.8	498.3	497.9	1.1
6	531.7	526.5	503.7	4.3
7	524.7	528.8	512.6	10.8
8	527.5	527.2	538.5	6.8
				2.5



Grade	Multi-Race			Cohort Change
	2017	2018	2019	
3	504.7	512.7	512.8	
4	508.6	500.4	512.8	0.1
5	515.8	511.4	507.6	2.9
6	521.0	525.4	524.2	15.6
7	514.9	521.6	522.3	6.5
8	521.5	520.3	522.1	1.1
				5.4

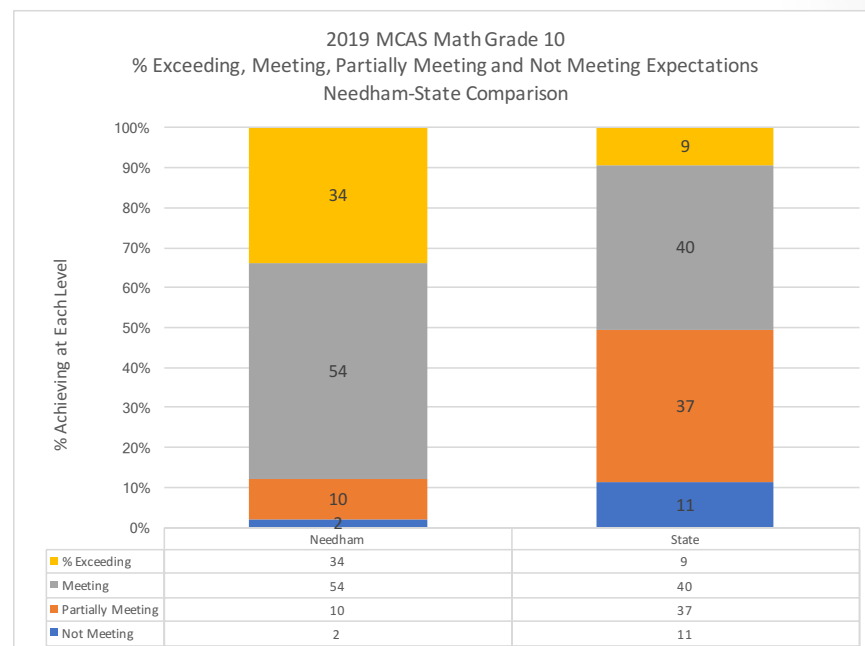


Grade	White			Cohort Change
	2017	2018	2019	
3	508.1	509.5	508.7	
4	506.7	505.2	505.0	-4.5
5	504.4	506.0	509.6	1.5
6	517.1	514.4	513.7	7.0
7	516.8	515.4	516.3	11.9
8	515.5	517.1	513.7	-3.4
				0.3

*For number of students in each cohort, see slide 42

Achievement: Math Grade 10

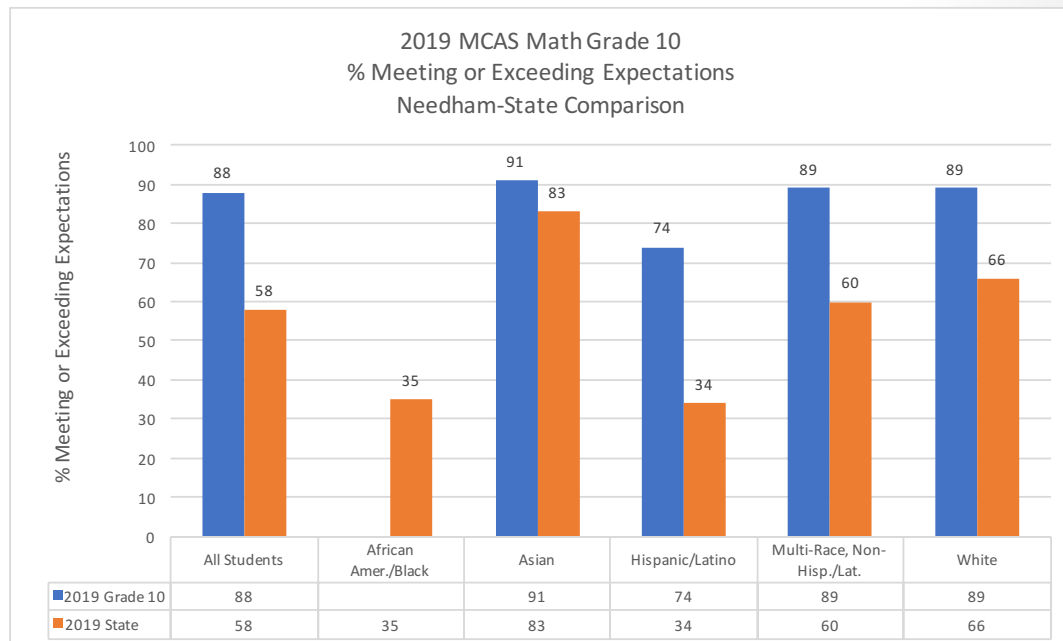
- First year of new test
- Unable to compare progress to previous year scores
- 88% of all students are meeting or exceeding expectations as compared to 59% at the state



Achievement: Math Grade 10

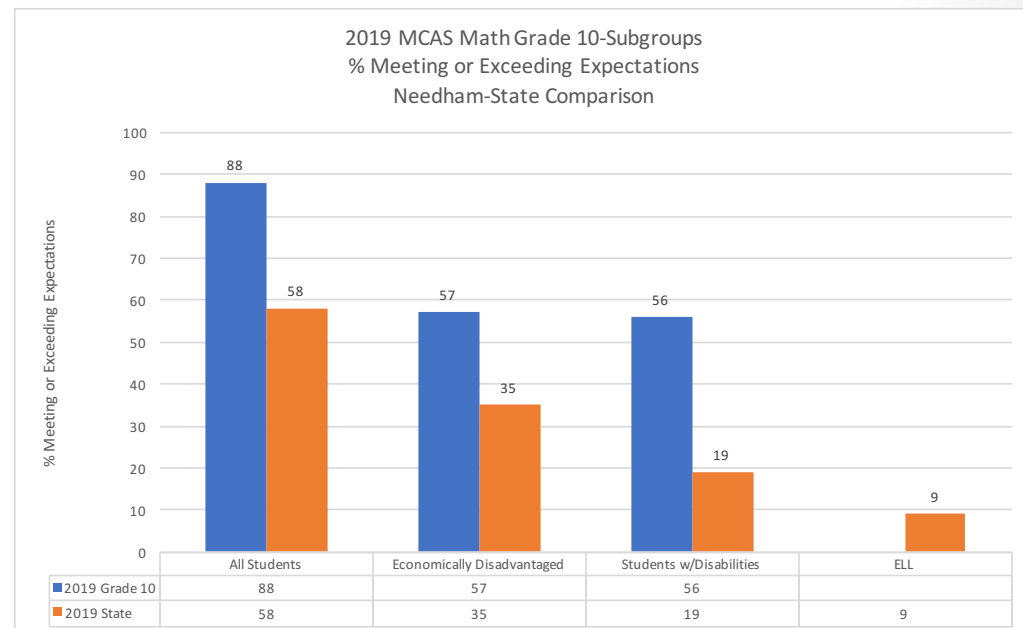
- Racial subgroups in Needham continue to outperform their counterparts across the state. Differences ranged from 8 to 40 percentage points
- Our Hispanic students exceeded their counterparts across the state by 40 percentage points

★ 9th highest overall score in state for grade 10 math with 88% meeting or exceeding expectations



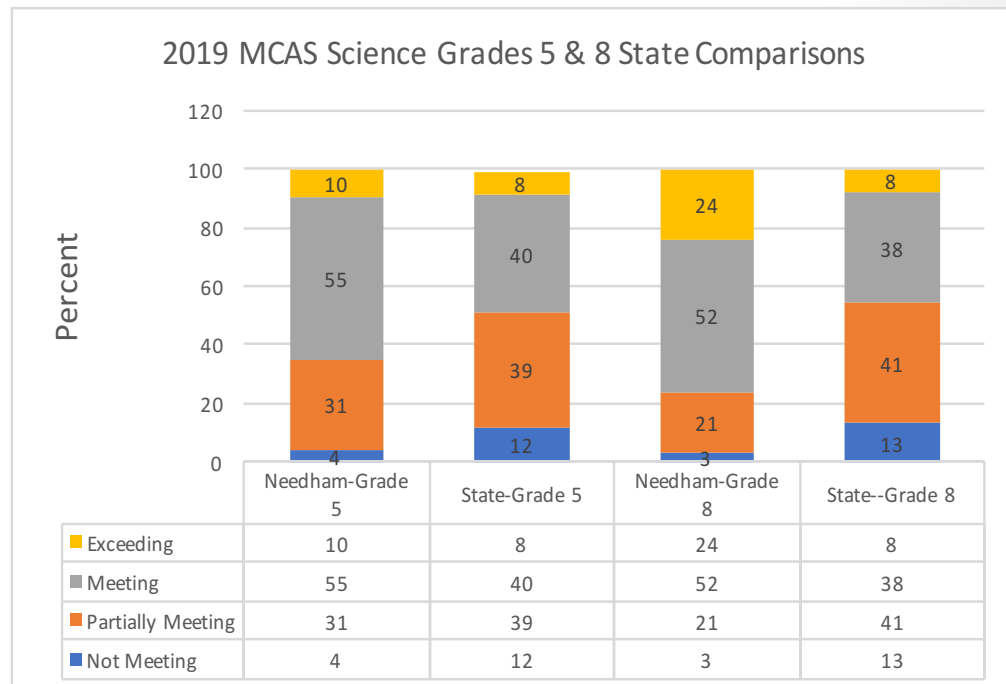
Achievement: Math Grade 10

- High needs subgroups in Needham continue to outperform their grade 10 counterparts across the state
- Differences ranged from 22 to 37 percentage points
- Our students with disabilities exceeded their grade 10 counterparts across the state by 37 percentage points

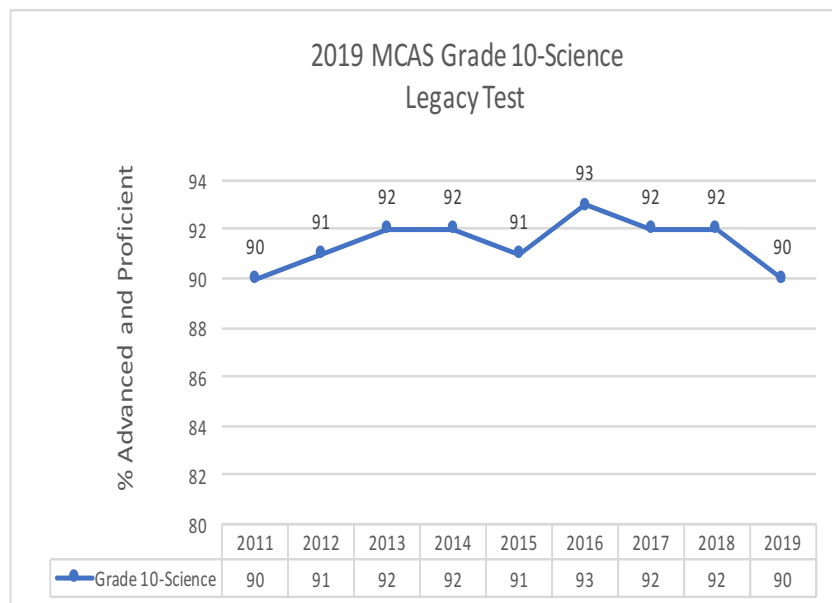


Achievement: Science Grade 5 & 8

- First year of new test at grade 5 & 8
- Unable to compare progress to previous year scores
- 65% of all grade 5 students are meeting or exceeding expectations as compared to 48% at the state
- 76% of all grade 8 students are meeting or exceeding expectations as compared to 46% at the state



Achievement: Science High School



- Legacy test in Science remains in place at grade 10
 - Able to compare progress to previous year scores
 - 90% of all grade 10 students are scoring proficient or higher
 - Over the last nine years, the % of grade 10 students scoring proficient or higher in Science has ranged from 90% to 93%.
 - Among our 20 comparable communities
- ★ Needham scores in Science are 8th highest.

2019

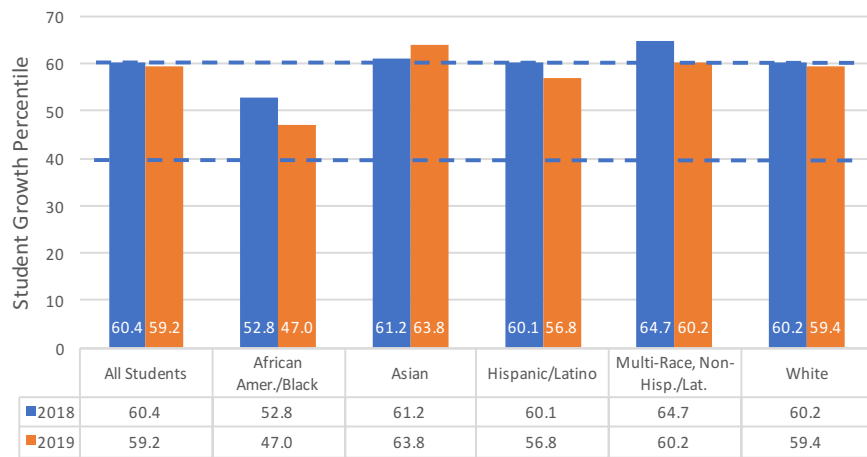
MCAS: DISTRICT GROWTH SCORES

Reporting Test Results: Growth

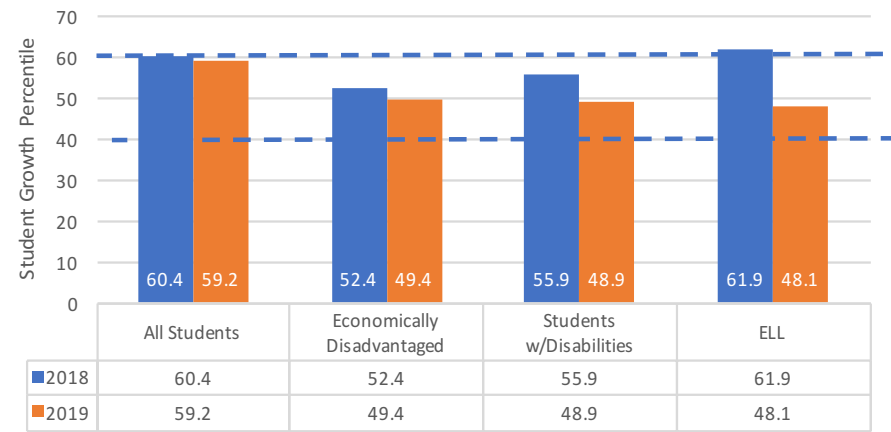
- Reported as a number from 0-100 called the **Student Growth Percentile** (SGP)
- Indicates how much change or "growth" there has been in achievement from one year to the next as compared to that of their academic peers.
 - An SGP of 60 means that a student or group improved more than 60 percent of their academic peers relative to their performance the prior year
 - Reported for students enrolled in grade 4, 5, 6, 7, 8 or 10
- $SGP \leq 40$ is considered low growth
- $SGP \geq 60$ is considered high growth
- $40 \leq SGP \leq 60$ is considered expected growth

Growth: ELA Grades 3-8

**2019 MCAS ELA Grades 3-8
Student Growth Percentile (SGP)
Racial Groups**

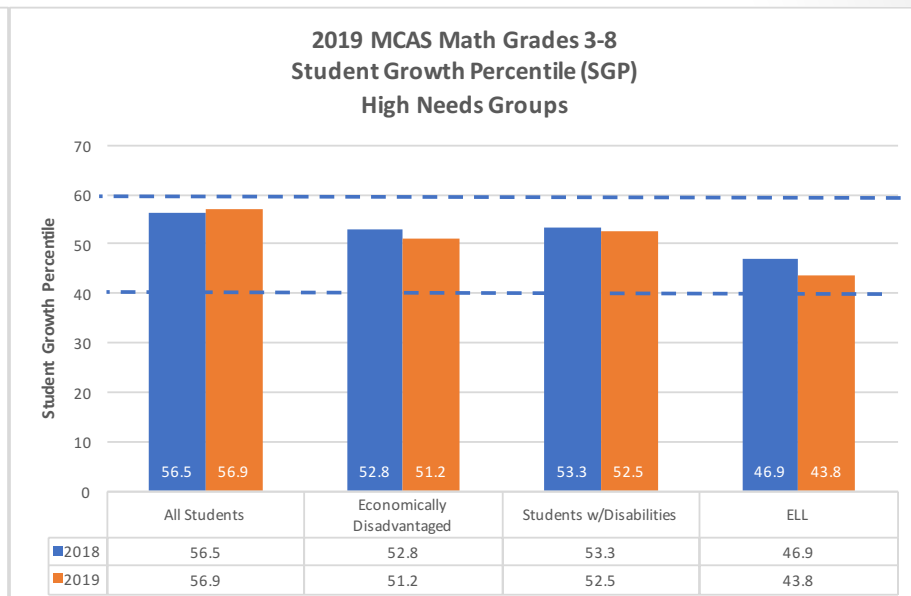
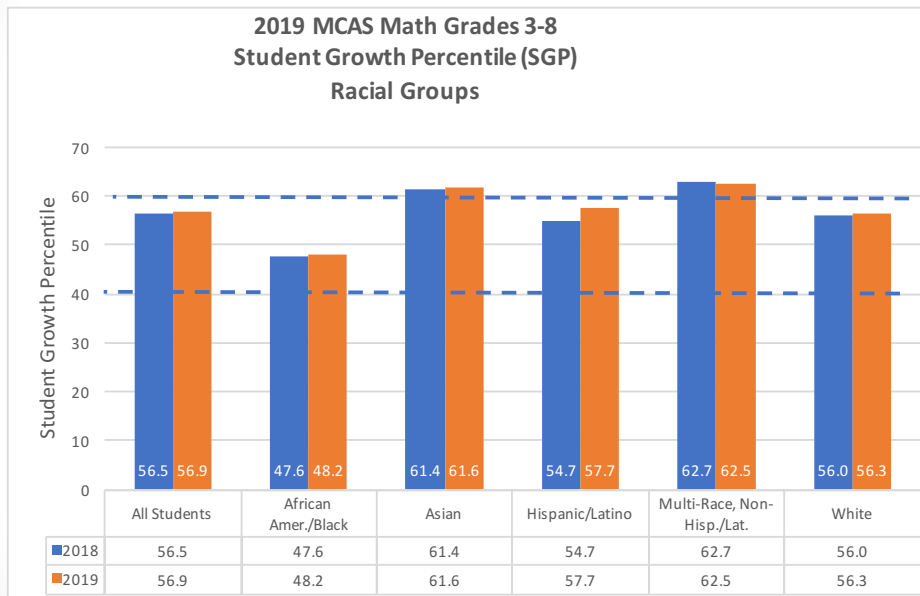


**2019 MCAS ELA Grades 3-8
Student Growth Percentile (3-8)
High Needs Groups**



Student Growth in ELA for all racial and high needs groups in 2019 is well within the expected range (≥ 40). Growth in ELA scores in 2019 was high for all students as a whole, with particularly high growth for our Asian, Multi-Race and White students.

Growth: Math Grades 3-8



Student Growth in math for all racial groups and high needs groups in 2019 is well within the expected range (≥ 40). Growth in math scores in 2019 was especially high for Asian, and Multi-Race students.

2019

ACCOUNTABILITY

Accountability Components

- **Criterion-Referenced**

- Measures a district's or school's progress towards improvement targets.
- In addition to meeting targets for the school as a whole, the performance of the lowest performing students in each school is measured
 - Every school has a group of lowest performers (lowest 25%)
 - Identified from cohort of students who were enrolled in the school for more than one year
 - Cohort model OR year-to-year approach

- **Normative**

- **Accountability percentile**, measures the performance of all students in a school compared to other similarly organized schools in the state (e.g. Grade 3-8 schools; Middle Schools, High Schools, etc.)
 - Reported as a percentile, from 1 to 99
 - Calculated using all available accountability indicators for a school

Accountability Indicators

Indicator	Non-High Schools		High Schools	
	All students	Lowest performing students	All students	Lowest performing students
ELA achievement	✓	✓	✓	✓
Math achievement	✓	✓	✓	✓
Science achievement	✓	-	✓	✓
ELA SGP	✓	✓	✓	✓
Math SGP	✓	✓	✓	✓
Four-year cohort graduation rate	-	-	✓	-
Extended engagement rate	-	-	✓	-
Annual dropout rate	-	-	✓	-
EL progress	✓	-	✓	-
Chronic absenteeism	✓	✓	✓	✓
Advanced coursework completion	-	-	✓	-

Accountability Ratings

- **Overall Classification**

- Not requiring assistance or intervention/Requiring assistance or intervention

- **Reason for Classification**

- School of Recognition
 - Meeting or exceeding targets
 - Substantial progress toward targets
 - Moderate Progress toward targets
 - Limited or no progress toward targets
 - In need of focused/targeted support
 - In need of broad/comprehensive support

- **Cumulative Progress Toward Improvement Targets**

- Weighted average of 2018 & 2019 measures of a district's or school's progress towards improvement targets. (40%/60%)

Accountability Indicator Weights Non-High Schools (grades 3-8)

Indicator	Measures	Weighting (3:1)	
		With EL	No EL
Achievement	<ul style="list-style-type: none"> • ELA, math, & science achievement 	60%	67.5%
Student Growth	<ul style="list-style-type: none"> • ELA & math SGP 	20%	22.5%
English Language Proficiency	<ul style="list-style-type: none"> • Progress made by students towards attaining English language proficiency 	10%	~
Additional Indicators	<ul style="list-style-type: none"> • Chronic absenteeism 	10%	10%

Accountability Weights: High Schools (Grade 10)

Indicator	Measures	Weighting (3:1)	
		With EL	No EL
Achievement	<ul style="list-style-type: none"> • ELA, math, & science achievement 	40%	47.5%
Student Growth	<ul style="list-style-type: none"> • ELA & math SGP 	20%	22.5%
High School Completion	<ul style="list-style-type: none"> • Four-year cohort graduation rate • Extended engagement rate • Annual dropout rate 	20%	20%
English Language Proficiency	<ul style="list-style-type: none"> • Progress made by students towards attaining English language proficiency 	10%	~
Additional Indicators	<ul style="list-style-type: none"> • Chronic absenteeism • Advanced coursework completion 	10%	10%

Categorization of Schools

2019 Official Accountability Report - Pollard Middle

Organization Information	
DISTRICT NAME Needham (01990000)	TITLE I STATUS Non-Title I School
SCHOOL Pollard Middle (01990405)	GRADES SERVED 07,08
REGION Coastal	FEDERAL DESIGNATION -

Accountability Information

Overall classification	Not requiring assistance or intervention	
Reason for classification	School of Recognition: High Growth	
Progress toward improvement targets	86% - Meeting or exceeding targets	
Accountability percentile	97	

OVERALL RESULTS	SUBGROUP RESULTS	DETAILED DATA FOR EACH INDICATOR
-----------------	------------------	----------------------------------

Overall progress toward improvement targets

	2018	2019
Annual criterion-referenced target percentage	85%	87%
Weight	40%	60%
Cumulative criterion-referenced target percentage (2018 x 40%) + (2019 x 60%)	86%	
	Meeting or exceeding targets	

School of Recognition: Pollard

- Pollard was named a “School of Recognition” by the state for its **High Growth** for all its students, for its subgroups, and for its lowest performing 25%.
- Pollard’s overall performance is better than 97% of other similar schools across the state.
 - 7th grade **math scores** are 7th highest in the state with 86% meeting or exceeding expectations.
 - 8th grade **math scores** were 8th highest in the state with 85% meeting or exceeding expectations.
 - 7th & 8th ELA scores are 8th in state with 82% meeting or exceeding expectations
 - ELA scores for students w/disabilities are 6th in the state at grade 7; Math scores are 6th in state

School of Recognition: Hillside (SW) ★

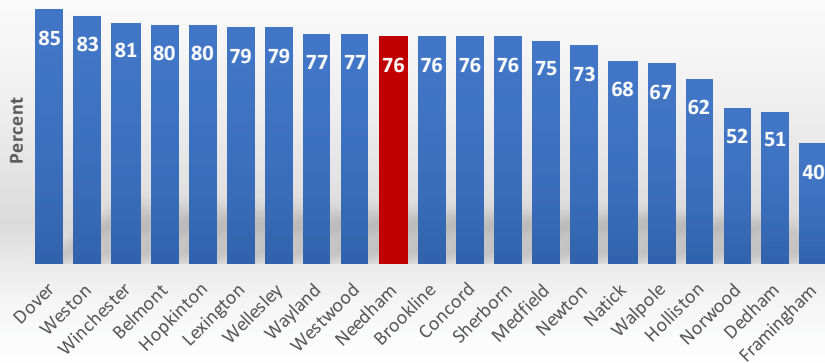
- Hillside (SW) was named a “School of Recognition” by the state for **Exceeding its Targets** for all students as well as for its subgroups and for its lowest performing 25%.
- Hillside’s overall performance was better than 94% of other similar schools across the state.

2019

COMPARABLE COMMUNITIES

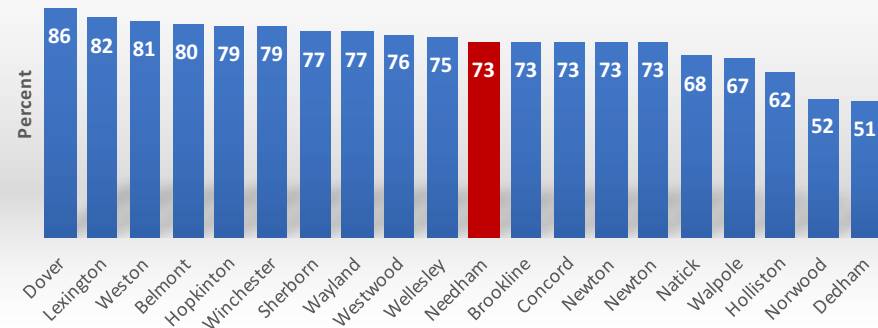
Comparable Communities—Grades 3-8

2019 MCAS Achievement--Comparable Communities
ELA Grades 3-8-- % Meeting+Exceeding



ELA~Tied for 7th among 20 comparable communities

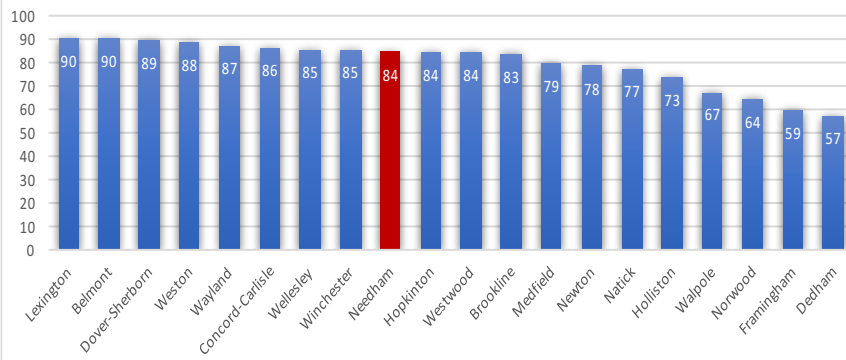
2019 MCAS Achievement--Comparable Communities
Math Grades 3-8--% Meeting+Exceeding



MATH~Tied for 9th among 20 comparable communities

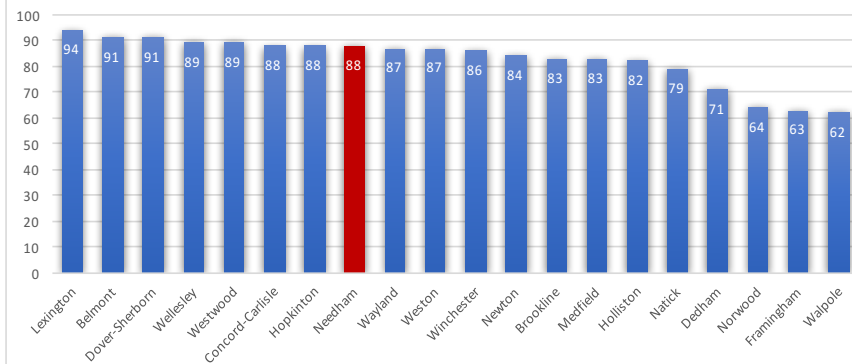
Comparable Communities—Grade 10

2019 MCAS ELA Achievement Grade 10
% Meeting or Exceeding Expectations



ELA~Tied for 8th among 20 comparable communities

2019 MCAS Math Achievement Grade 10
% Meeting or Exceeding Expectations



MATH~Tied for 4th among 20 comparable communities

Accountability: Tied for 5th

2019 Accountability Report			
District	Overall Classification	Reason for Classification	Cumulative Progress Toward
Dover	Not requiring assistance or intervention	Meeting or exceeding targets	93
Lexington	Not requiring assistance or intervention	Meeting or exceeding targets	92
Sherborn	Not requiring assistance or intervention	Meeting or exceeding targets	88
Belmont	Not requiring assistance or intervention	Meeting or exceeding targets	87
Wellesley	Not requiring assistance or intervention	Meeting or exceeding targets	87
Needham	Not requiring assistance or intervention	Meeting or exceeding targets	86
Wayland	Not requiring assistance or intervention	Meeting or exceeding targets	86
Hopkinton	Not requiring assistance or intervention	Meeting or exceeding targets	85
Medfield	Not requiring assistance or intervention	Meeting or exceeding targets	83
Westwood	Not requiring assistance or intervention	Meeting or exceeding targets	83
Winchester	Not requiring assistance or intervention	Meeting or exceeding targets	83
Weston	Not requiring assistance or intervention	Meeting or exceeding targets	82
Brookline	Not requiring assistance or intervention	Meeting or exceeding targets	78
Newton	Not requiring assistance or intervention	Meeting or exceeding targets	76
Concord	Not requiring assistance or intervention	Substantial progress toward targets	69
Natick	Not requiring assistance or intervention	Substantial progress toward targets	69
Framingham	Not requiring assistance or intervention	Substantial progress toward targets	57
Walpole	Not requiring assistance or intervention	Substantial progress toward targets	54
Dedham	Not requiring assistance or intervention	Substantial progress toward targets	51
Holliston	Not requiring assistance or intervention	Substantial progress toward targets	50
Norwood	Not requiring assistance or intervention	Substantial progress toward targets	50

Needham is tied for 5th among comparable districts in its progress towards meeting accountability targets.

Accountability: Across the State

District Totals by Category		
	#	%
Meeting or exceeding targets	64	16%
Substantial progress toward targets	220	55%
Moderate progress toward targets	88	22%
In need of focused/targeted support	22	6%
Limited or no progress toward targets	3	1%
Total	397	100%
Insufficient data	9	X

Needham is one of only **64** districts across the state that met or exceeded their targets.

Next Steps.....

Q & A ???

[HTTP://PROFILES.DOE.MASS.EDU/STATEREPORT/NEXTGENMCAS.ASPX](http://profiles.doe.mass.edu/statereport/nextgenmcas.aspx)

Students in ELA Cohort: Grades 3-8

Black/African American		
2017	2018	2019
16	18	13
9	19	22
10	8	12
7	11	7
9	6	12
6	11	4

Asian		
2017	2018	2019
38	34	44
37	38	35
39	32	26
312	44	32
40	27	42
35	44	29

Latino		
2017	2018	2019
36	18	33
28	39	22
30	29	42
28	31	26
14	29	34
20	16	28

Multi-Race		
2017	2018	2019
23	18	32
22	22	18
24	23	20
23	25	24
25	20	23
16	24	18

White		
2017	2018	2019
363	312	341
363	365	315
325	362	388
328	345	365
349	322	330
355	350	318

Students in Math Cohort: Grades 3-8

Black/African American		
2017	2018	2019
16	18	13
9	19	22
10	8	12
7	11	7
9	6	12
6	11	4

Asian		
2017	2018	2019
38	34	44
37	38	36
39	32	26
31	44	32
40	27	42
35	44	29

Latino		
2017	2018	2019
36	18	33
28	39	22
30	29	42
28	30	27
14	30	33
20	25	28

Multi-Race		
2017	2018	2019
24	18	32
22	22	18
24	23	20
23	25	24
25	20	23
16	25	18

White		
2017	2018	2019
363	311	342
364	365	315
324	363	360
330	346	365
352	321	330
353	348	317



Needham School Committee

November 19, 2019

Agenda Item: **Action**

Approve FY20 Revised Revolving Funds Fees

Action recommended:

Upon recommendation of the Superintendent, that the Needham School Committee approves the FY20 Revised Revolving Funds Fees as submitted.

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: November 13, 2019

Item Title: **FY 2019/20 Revolving Funds REVISED**

Item Description: The attached document summarizes FY 2019/20 revolving fund fees, and program changes planned for next school year.

The School Committee previously approved the budgets and fees of school revolving fund programs February and June of 2019. This agenda item is to approve an additional fee for the World Language STAMP exam in FY20.

Comparable fees from other communities can be found at:
www.superednet.com.

Recommendation/Options: That the School Committee approve the attached fees for FY 2019/20.

Rationale:

Implementation Implications:

Supporting Data: Summary of FY 2019/20 Revolving Fund Fees and Program Changes.

School Committee (circle one)

Action Information Discussion Consent Calendar

Respectfully Submitted,

Anne Gulati

Anne Gulati
Director of Financial Operations

Attachment A
FY 2019/20 Revolving Fund Summary REVISED

Revolving Fund	Fee FY19	Fee FY20	\$ Increase/(Decrease)	Description of Change/ Statutory Authority
Nutrition Services	<u>Student Prices</u> \$2.60/ Meal ES \$2.85/ Meal MS & HS \$3.60/ Gourmet MS & HS \$3.35/ Middle Salad Bar \$3.60/ HS Salad Bar \$0/ Reduced Price Lunch \$1.25/ ES Breakfast \$1.75/ MS Breakfast \$2.00/ HS Breakfast \$0/ Reduced Price B'kfast <u>Adult Lunch Prices</u> \$3.60/ Regular \$3.83/ Elementary Gourmet \$4.30/ Secondary Gourmet \$4.30/ Secondary Salad Bar <u>Adult Breakfast Prices</u> \$1.65/ Elementary \$2.00/ Secondary	<u>Student Prices</u> \$3.00/ Meal ES \$3.25/ Meal MS & HS \$4.00/ Gourmet MS & HS \$3.75/ Middle Salad Bar \$4.00/ HS Salad Bar \$0/ Reduced Price Lunch \$1.75/ ES Breakfast \$2.00/ MS Breakfast \$2.00/ HS Breakfast \$0/ Reduced Price B'kfast <u>Adult Lunch Prices</u> \$4.00/ Regular \$4.23/ Elementary Gourmet \$4.70/ Secondary Gourmet \$4.70/ Secondary Salad Bar <u>Adult Breakfast Prices</u> \$2.00/ Elementary \$2.25/ Secondary	\$0.40 \$0.40 \$0.40 \$0.40 \$0.40 \$0 \$0.50 \$0.25 \$0 \$0 \$0.40 \$0.40 \$0.40 \$0.40 \$0.35 \$0.25	Fee increase to cover program costs. No change to program structure. Chapter 548 of the Acts of 1948.
Pupil Transportation	\$415/ Rider @ 2.0 Miles, Increasing to \$465 after Registration Deadline	\$415/ Rider @ 2.0 Miles, Increasing to \$465 after Registration Deadline	\$0/ Rider	No Change to User Fee or Program Subsidy. MGL Ch. 44, s53E 1/2.

	\$840 Family Cap \$376,817 Operating Subsidy	\$840 Family Cap \$376,817 Operating Subsidy	\$0/ Family \$0/ Subsidy	
High School Athletics	<p>\$285/ Interscholastic Athlete Per Sport \$225/ Club Athlete Per Sport \$1140 Family Cap + User Fee Venue Surcharges: \$300/ Hockey & Ski \$50/ Swim & Dive \$175/ JV2 Hockey \$175/ Sailing, Squash, Fencing \$75/ Bowling & Water Polo \$225/ Snowboarding</p> <p>Gate Fees: \$7 Adults \$5 Students/Seniors * Gate fees waived for fee-paying athletes.</p> <p><u>Middle School Sport Fees:</u> \$225/ Cross Country, Field Hockey, Track, Ultimate Frisbee + User Fee Venue Surcharges: \$25/ Co-Ed Volleyball, Basketball, Softball, Boys Volleyball, Wrestling</p>	<p>\$300/ Interscholastic Athlete Per Sport \$235/ Club Athlete Per Sport \$1140 Family Cap + User Fee Venue Surcharges: \$330/ Hockey & Ski \$55/ Swim & Dive \$175/ JV2 Hockey \$190/ Sailing, Squash, Fencing \$80/ Bowling & Water Polo \$250/ Snowboarding</p> <p>Gate Fees: \$7 Adults \$5 Students/Seniors * Gate fees waived for fee-paying athletes.</p> <p><u>Middle School Sport Fees:</u> \$235/ Cross Country, Field Hockey, Track, Ultimate Frisbee + User Fee Venue Surcharges: \$25/ Co-Ed Volleyball, Basketball, Softball, Boys Volleyball, Wrestling</p>	<p>\$15/ Athlete \$10/ Athlete \$0 \$30/ Athlete \$5/ Athlete \$0/ Athlete \$15/ Athlete \$5/ Athlete \$25/ Athlete \$0 \$0 \$10/ Athlete \$0</p>	<p>For Fiscal Sustainability:</p> <ul style="list-style-type: none"> • Increase User Fee (\$15 for Interscholastic, \$10 for Club and Middle); • Increase Surcharges by Approximately 10%; • Increase Operating Allocation by \$40,000 <p>Implement new Unified Sports Basketball Team</p> <p>MGL Ch 71, s47.</p>
Integrated Preschool	<p>\$4,620/ 4-Day AM & PM @ 2.5 Hrs \$3,465 / 3-Day AM & PM @</p>	<p>\$4,620/ 4-Day AM & PM @ 2.5 Hrs \$3,465 / 3-Day AM & PM @ 2.5</p>	<p>\$0 \$0</p>	<ul style="list-style-type: none"> • No change to User Fees. • Eliminate Fee-Based Lunch Bunch for Half-

	2.5 Hrs \$11,435/ 4-Day Full-Day \$8,580/ 3-Day Full-Day Lunch Bunch \$16.50/Day for School Year \$250 4 Two-Week Summer \$190 3 Two-Week Summer	Hrs \$11,435/ 4-Day Full-Day \$8,580/ 3-Day Full-Day Lunch Bunch \$16.50/Day for School Year \$250 4 Two-Week Summer \$190 3 Two-Week Summer	\$0 \$0 \$0 \$0 \$0	Day Students <ul style="list-style-type: none"> Use Surplus Fund Balance to Purchase Custom Shade Shelter For Preschool Playground. MGL Ch 71, s47.
Early Childcare Program	N/A	\$110/Day Infants \$100/Day Toddlers	\$110/Day Infants \$100/Day Toddlers	New Program in FY20 MGL Ch 71, s26A
KASE	\$2,040/ 2-Day Week \$2,900/ 3-Day Week \$3,540/ 4-Day Week \$4,180/ 5-Day Week	Program Disbands June 30, 2019 to Allow Implementation of Full-Day Kindergarten	N/A	Program Disbands at End of 2018/19 School Year, to Allow Implementation of Full-Day Kindergarten MGL Ch 71, s47.
Tutoring	\$10 Tutor Registration Fee \$50/Hour Tutoring Rate Paid Directly to Tutor	\$10 Tutor Registration Fee \$50/Hour Tutoring Rate Paid Directly to Tutor	\$0 \$0	No change to program or fee structure. MGL Ch 71, s47.
NCE Elementary	Fees Range from \$15-\$225 Across 125 Planned Course Offerings.	Fees Range from \$75-\$205 Across 112 Planned Course Offerings.	Varies with Specific Course	No change to program or fee structure. MGL Ch 71, s47.
Summer School	Fees Range from \$75-\$600 Across 140 Planned Course Offerings	Fees Range from \$89-\$600 Across 140 Planned Course Offerings	Varies with Specific Course	No change to program or fees structure. MGL Ch 71, s71E.
Summer Sports Clinics	Fees Range from \$75-\$250	Fees Range from \$75-\$200	Varies with Specific Course	No change to program or fees structure. MGL Ch 71, s71E.

NCE Middle	Fees Range from \$20-\$350 Across 50 Planned Course Offerings, plus ASAP daily enrichment program.	Fees Range from \$22-\$365 Across 50 Planned Course Offerings, plus ASAP daily enrichment program.	Varies with Specific Course	No change to fee or program structure. Small fee adjustment to cover increases in overhead (credit card fees and salaries.) MGL Ch 71, s47.
Adult Education	Fees Range from \$15-\$665 Across 230 Planned Course Offerings	Fees Range from \$15-\$665 Across 250 Planned Course Offerings	Varies with Specific Course	No change to fee or program structure. Small fee adjustment to cover increases in overhead (credit card fees and salaries.) MGL Ch 71, s71E.
Science Center Afterschool Programs	Now offered through Community Education.	Now offered through Community Education.	N/A	Use of fund discontinued.
Broadmeadow School Rental Income	\$0.41/ Student Hour	\$0.41/ Student Hour	\$0	No change to program or fee. MGL Ch 71, s71E.
Eliot School Rental Income	\$0.41/ Student Hour	\$0.41/ Student Hour	\$0	No change to program or fee. MGL Ch 71, s71E.
Williams School Rental Income	\$0.41/ Student Hour	\$0.41/ Student Hour	\$0	No change to program or fee. Program formerly known as Hillside School Rental Income. MGL Ch 71, s71E.
Mitchell School Rental Income	\$0.41/ Student Hour	\$0.41/ Student Hour	\$0	No change to program or fee. MGL Ch 71, s71E.
Newman School Rental Income	\$0.41/ Student Hour	\$0.41/ Student Hour	\$0	No change to program or fee. MGL Ch 71, s71E.
Eliot Book/	\$0/ Assignment Notebook	\$1/ Assignment Notebook	\$1/ Assignment Book	Fee reinstated to cover

Equipment Sales				program costs. MGL Ch 71, s47.
Williams Book/ Equipment Sales	\$3.00/ Assignment Notebook	\$3.00/ Assignment Notebook	\$0	No fee increase or program changes. Program formerly known as Hillside Book/ Equipment Sales. MGL Ch 71, s47.
Newman Book/ Equipment Sales	\$0.00/ Assignment Notebook	\$0.00/ Assignment Notebook	\$0	No fee charged due to continued existence of accumulated fund balance to subsidize planner price. MGL Ch 71, s47.
High Rock Book/ Equipment Sales	\$0 – No Sales Planned	\$0 – No Sales Planned	\$0	No anticipated sales. MGL Ch 71, s47.
1:1 Device Purchase Program	N/A – Program ended in FY17	N/A – Program ended in FY17	N/A	No sales planned, program ended. MGL Ch 71, s47.
Pollard Book/ Equipment Sales	No Sales Planned	No Sales Planned	N/A	No sales planned. MGL Ch 71, s47.
High School Book/ Equipment Sales	\$12/ Student Planner	\$12/ Student Planner	\$0	No fee increase or program changes. MGL Ch 71, s47.
Fine & Performing Arts Sales to Students	\$11.00/ Recorder \$1.25 Neck Strap Fee \$5.00 Book Only Fee \$22/ BSO Ticket \$22/ Opera Ticket	\$11.00/ Recorder \$1.25 Neck Strap Fee \$5.00 Book Only Fee \$22/ BSO Ticket \$22/ Opera Ticket	\$0 \$0 \$0 \$0 \$0	No change to program, or to fees. MGL Ch 71, s47.
World Language Book/ Equipment Sales	\$4/ Spanish Exam \$4/ Latin Exam \$4/ French Exam \$3/ Medusa Mythology Exam N/A \$18/ Spanish Workbooks \$16/French Workbooks \$8/ Student Novels	\$7/ Spanish Exam \$6/ Latin Exam \$9/ French Exam \$10/ Medusa Mythology Exam \$19.90/ STAMP Exam \$18/ Spanish Workbooks \$16/French Workbooks \$8/ Student Novels	\$3/ Exam \$2/ Exam \$5/ Exam \$7/ Exam \$19.90/Exam (NEW) \$0 \$0 \$0	Fee increase for exams to cover program costs; STAMP Exam is a new fee. No fee increase for workbooks or novels. No program changes. MGL Ch 71, s47.

High Rock Lost Books	\$75/ Hardcover Book \$10/ Paperback Book	\$75/ Hardcover Book \$10/ Paperback Book	\$0 \$0	No fee increase or program changes. MGL Ch 44, s53.
Pollard Lost Books	\$75/ Hardcover Book \$10/ Paperback Book	\$75/ Hardcover Book \$10/ Paperback Book	\$0 \$0	No fee increase or program changes. MGL Ch 44, s53.
NHS Textbook Recovery	\$100/ Hardcover Book \$17/ Paperback Book	\$100/ Hardcover Book \$17/ Paperback Book	\$0 \$0	No fee increase or program changes. MGL Ch 44, s53.
Media Recovery	Pass-Through Replacement Fee; Varies by Book	Pass-Through Replacement Fee; Varies by Book	\$0	No increase in program or replacement cost. MGL Ch 44, s53.
School Equipment Recovery	New Pass-Through Replacement Fee; Varies by equipment	New Pass-Through Replacement Fee; Varies by equipment	N/A	No change to program or pass-through fee structure. MGL Ch 44, s53.
Curry College/ Sunita Williams Program Revolving Fund	No program in FY19	No program in FY20	\$0	Partnership with Lesley ended in FY18. New program with Curry College begins FY20 however is deferred to FY21 due to low enrollment. Change in statutory reference to: MGL Ch. 71, s 71E (Staff Development)
High School Lockers	\$4.00/ Lock	\$7.00/ Lock	\$3.00/ Lock	Fee increase to cover lock cost. No program changes. MGL Ch 71, s47.

High School Parking	\$75/Permit per Full Year	\$100/Permit per Full Year	\$0	Fee increase to cover parking lot/traffic attendant position. Permit fees sold annually, rather than on semester basis. MGL Ch 71, s71E.
High School Testing	\$95/ AP Test Fee (\$10 Admin Fee + Pass-Thru Test Cost of \$85) \$26/ PSAT Test Fee (\$10 Admin Fee + Pass Thru Test Cost of \$16)	\$100/ AP Test Fee (\$15 Admin Fee + Pass-Thru Test Cost of \$85) \$30/ PSAT Test Fee (\$13 Admin Fee + Pass Thru Test Cost of \$17)	\$5/ Test \$4/ Test	Increase in administrative fee (\$10 to \$15 for AP exam, \$10 to \$13 for PSAT exam), plus increase in pass-through PSAT test fee. MGL Ch 71, s47.
School Performing Groups	\$110/ Student Participation Fee (Pollard Jazz Band & Treble Choir; Elementary Honors Band, Strings and Choir; Town Orchestra; Pollard Middle School Honors Wind Ensemble) \$35 Sibling Rate	\$125/ Student Participation Fee (Pollard Jazz Band & Treble Choir; Elementary Honors Band, Strings, and Choir; Town Orchestra; Pollard Middle School Honors Wind Ensemble) \$35 Second Honors Ensemble Rate	\$15/ Student \$0	Fee increase in student participation fee to pay new Honors Orchestra Director stipend. No changes to second ensemble fee. MGL Ch 71, s47.
Fee Based Music Instruction	Elementary Instrumental Group Lesson Fee: \$100/ Student Private Lesson Registration Fee: \$60 Private Music Instructor Fee Registration Fee: \$864/32 Weeks/30 Min	Elementary Instrumental Group Lesson Fee: \$100/ Student Private Lesson Registration Fee: \$60 Private Music Instructor Fee Registration Fee: \$864/32 Weeks/30 Min	\$0 \$0 \$0	No changes to program or fees. MGL Ch 71, s47.
Theatrical Productions (Formerly High School Musical)	\$15.00/ Adult Ticket NHS Musical \$10/ Student Ticket NHS Musical \$10.00/Ticket MS Musical	\$15.00/ Adult Ticket NHS Musical \$10/ Student Ticket NHS Musical \$15.00/ Adult Ticket MS Musical \$10/ Student Ticket MS Musical	\$0 \$0 \$5/ Ticket (Adult) \$0/ Ticket (Student)	Implement split ticket price for adults and students for the MS Musical and dramatic productions, to parallel the NHS Musical fee structure. No change to

	<p>\$10.00/Ticket MS & HS Drama</p> <p>\$35.00/Student NHS Musical Costumes/Materials Fee</p>	<p>\$15.00/ Adult Ticket MS & HS Drama \$10/ Student Ticket MS & HS Drama</p> <p>\$35.00/Student NHS Musical Costumes/Materials Fee</p>	<p>\$5/ Ticket (Adult)</p> <p>\$0/ Ticket (Student)</p>	<p>fee for costumes/ materials.</p> <p>Increase in ticket price to ensure equity between MS and HS productions, including three new stipends: MS Set Director, MS Musical Technical Director, and MS Spring Play General Director. MGL Ch 71, s47.</p>
Graphic Arts	Prices Vary by Job Type; No Discount on In-House Orders, Except Apparel Printing	Prices Vary by Job Type; No Discount on In-House Orders, Except Apparel Printing	\$0	No changes to program or fees. MGL Ch 71, s47.
Production Center	<p>\$0.05/ Black/White Copy</p> <p>\$0.18/ Color Copy</p> <p>Pass Through/ Postage (or Bulk Rate)</p> <p>\$3.00/ Folding/Stuffing 250-piece Mailing</p> <p>\$6.00/ Folding/Stuffing 500-piece Mailing</p> <p>\$12.00/ Folding/Stuffing 1,000-piece Mailing</p>	<p>\$0.07/ Black/White Copy</p> <p>\$0.20/ Color Copy</p> <p>Pass Through/ Postage (or Bulk Rate)</p> <p>\$4.00/ Folding/Stuffing 250-piece Mailing</p> <p>\$7.00/ Folding/Stuffing 500-piece Mailing</p> <p>\$14.00/ Folding/Stuffing 1,000-piece Mailing</p>	<p>\$0.02/ copy</p> <p>\$0.02/ copy</p> <p>Pass Thru Rate Increase</p> <p>\$1.00/ 250-pieces</p> <p>\$1.00/ 250-pieces</p> <p>\$2.00/ 250-pieces</p>	<p>Fee increase to cover program costs, including machine replacement. No change to program structure. Pass-through rate for postage based on USPS rate.</p> <p>MGL Ch 71, s47.</p>
METCO Revolving Fund	Passes no longer sold by METCO. To be purchased from Transportation Department.	Passes no longer sold by METCO. To be purchased from Transportation Department.	N/A	Use of fund discontinued.
Science Center Professional Development	<p>\$75/Person for Professional Development Workshop + Materials</p> <p>\$600 Fee Cap for Large Group Enrollment</p> <p>\$200/Person 3-Program</p>	<p>\$75/Person for Professional Development Workshop + Materials</p> <p>\$600 Fee Cap for Large Group Enrollment</p> <p>\$200/Person 3-Program Series</p>	<p>\$0</p> <p>\$0</p> <p>\$0</p>	<p>No anticipated enrollment; No changes to program structure or fees.</p> <p>MGL Ch 71, s71E.</p>

	Series			
Staff Development	Fee Based on Program Offerings	Fee Based on Program Offerings	Fee Based on Program Offerings	No change to program or fees structure. MGL Ch 71, s71E.
SPED Non-Resident Tuition	No Students Anticipated	No Students Anticipated	N/A	No anticipated enrollment; fees based on share of program cost. MGL Ch 71, s71F.
SPED Agency Tuition	Fee as Established Through Settlement Agreements	Fee as Established Through Settlement Agreements. No anticipated activity.	N/A	No change to program or fees structure. MGL Ch 71, s71F
MS Non-Resident Tuition	\$12,195/ Student	\$12,960/ Student	\$765/ Student	Fee increase based on FY20 operating budget cost per pupil. No confirmed attendees for FY20. MGL Ch 71, s71F.
NHS Non-Resident Tuition	\$12,195/ Student	\$12,960/ Student	\$765/ Student	Fee increase based on FY20 operating budget cost per pupil. No confirmed attendees for FY20. MGL Ch 71, s71F.
Pollard DC Trip	\$632/ Student	\$699/ Student	\$67/ Student	Fee increase to reflect bid price per student. MGL Ch 71, s47.



Needham School Committee

November 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:

Michael Greis, Chair
Andrea Longo Carter, Vice-Chair
Connie Barr
Heidi Black
Susan Neckes
Aaron Pressman
Matthew Spengler
Aidan Michelow, Student Representative School Committee Member



Needham School Committee

November 19, 2019

Agenda Item: **Information Items**

- Dore & Whittier Facilities Presentation to PPBC
- October 1, 2019 Enrollment
- 2019-2020 Class Size Reports
- World Language Revised FY20 Revolving Fund Budget
- Disposal of Surplus Items



NEEDHAM SCHOOL MASTER PLAN

Building Blocks To Success

agenda



Team



Approach & Schedule



Questions / Open Discussion

PHASE 1



Gather Information



Identify Issues



Develop Potential Solutions

November



- Facility Assessments
- Review Enrollment forecasts
 - 10 year
 - Beyond 10 years
- Identify Enrollment Scenarios
- Review Previous Studies
- Perform Space Use Analysis
- Perform Capacity Analysis

Gather Information

Plans

Broadmeadow	High Rock
Eliot	Pollard
Mitchell	Hillside
Newman	Defazio
Sunita	

People

Interview Principals and Department Heads
Tour Schools to document how spaces are being used
Review the impact of facility constraints on schedule and program

Projections

Review Enrollment Projections
Perform Capacity Analysis
Outline New Program Needs
(Special Education, STEAM, Pre-K)

December

- Identify Issues
- Identify Need
 - Immediate
 - 3-5 years
 - 5-10 years
- Identify Opportunities & Constraints



Identify Issues

Building & Site vs Program & People

January - March

- What If Workshop
- Verify List of Options
- Test Fit Options
- Develop Phasing Plans
 - Swing Space?
 - Hillside / Defazio
- Develop Estimated Cost

Develop Potential Solutions

Develop List of Options
Test Fit Options

PHASE 2



Master Plan Options



Identify Preferred Solution



Final Report

March & April



- Identify Priorities
- Evaluation Matrix
- Outline Potential Options
- Develop Phasing Options
- Review District Impact
- Review Opportunities And Constraints Of Each Phasing Option
- Develop Master Timeline For Each Option

Master Plan Options

Options

Compile each building solution into master plan option

Phasing

Outline potential phasing options

Time & Estimated Cost to Completion

May

- Evaluate Options
- Identify Preferred Solution
- Compile Draft Report



Identify Preferred Solution

June

- Presentation of Work
- Issue Final Report
- Identify Next Steps



Final Report



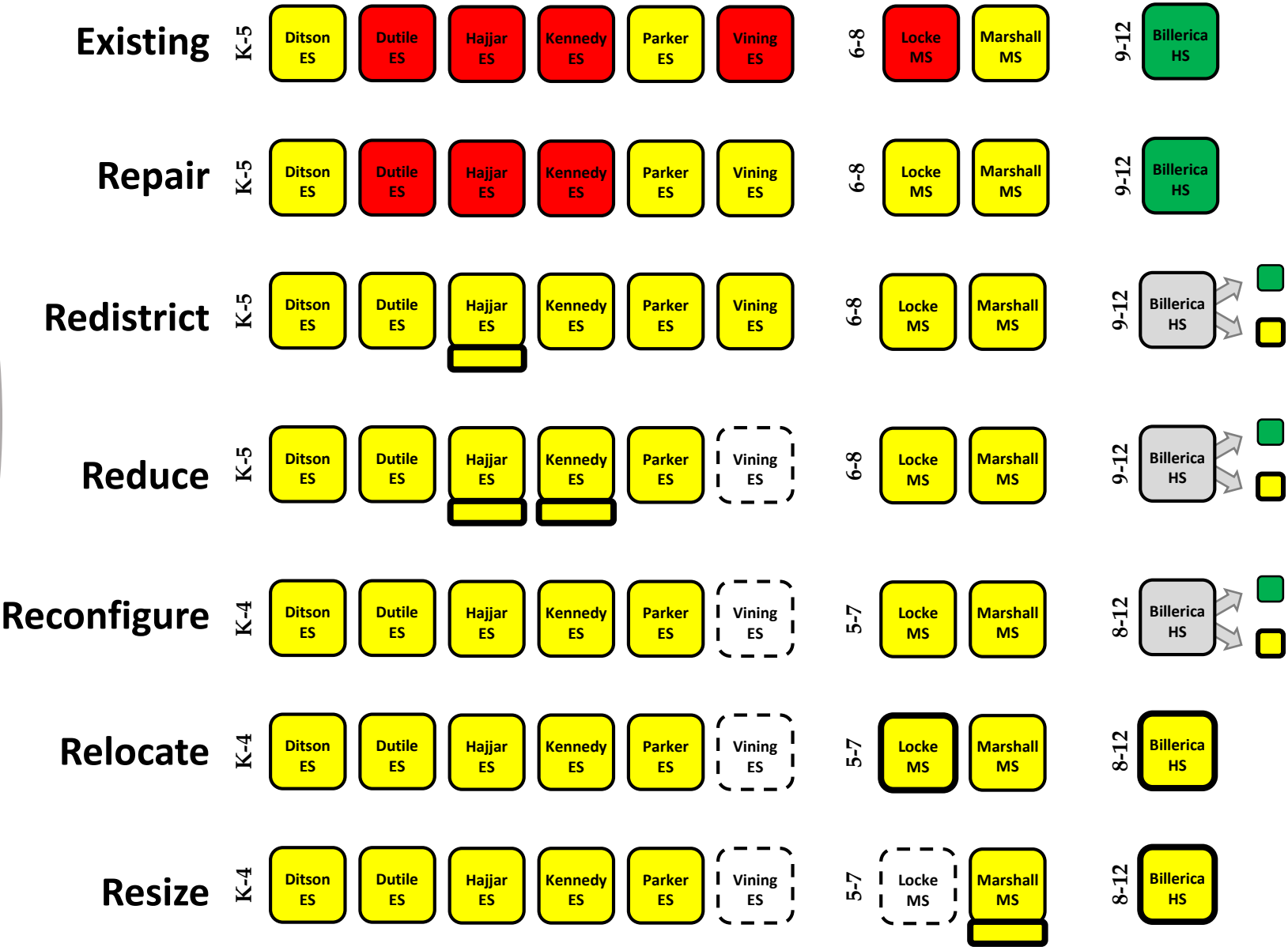
NEEDHAM SCHOOL MASTER PLAN

Building Blocks To Success

Billerica Public Schools

Scenarios

- Grade Configuration
- Construction Type
- Number of Schools
- Geography





Which Project is the
Highest Priority?

Why?



Information Gathering

What are the facilities needs?

What are the educational needs?

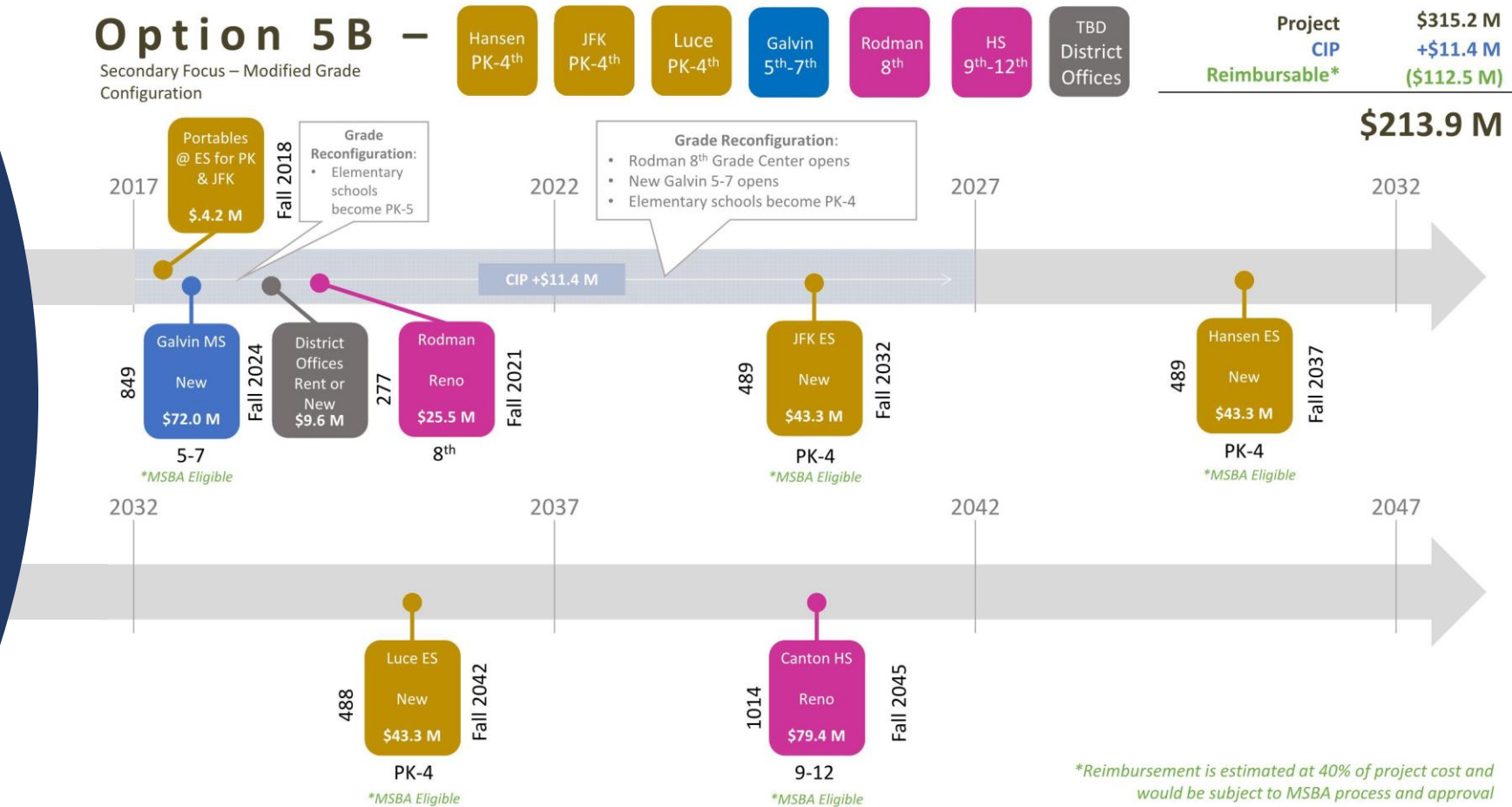
Decision-making

Master Plan Options

- Scope and sequencing
 - Needed capital improvements as projects come online
 - Define time horizon
 - Total plan cost

Option 5B –

Secondary Focus – Modified Grade Configuration

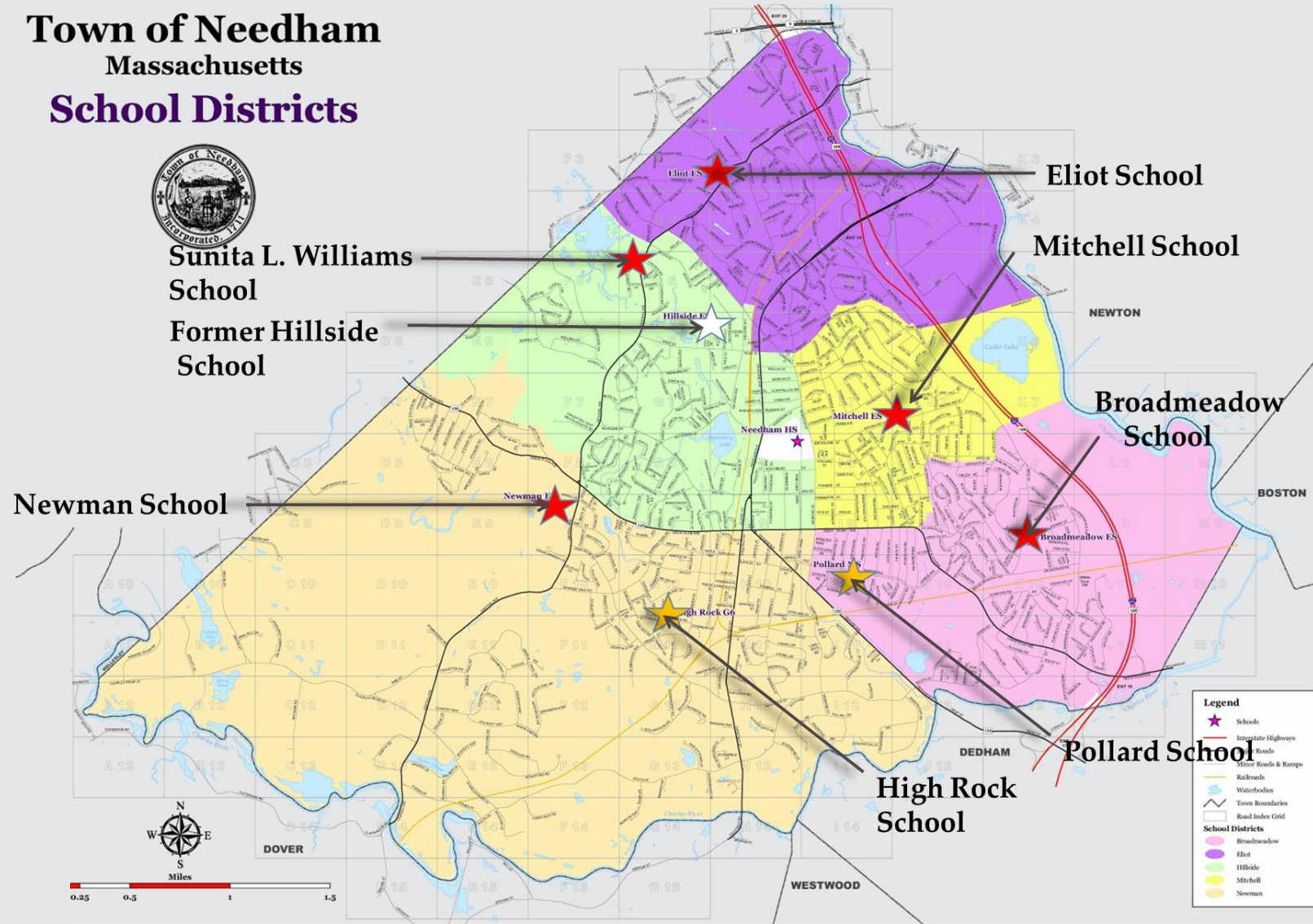


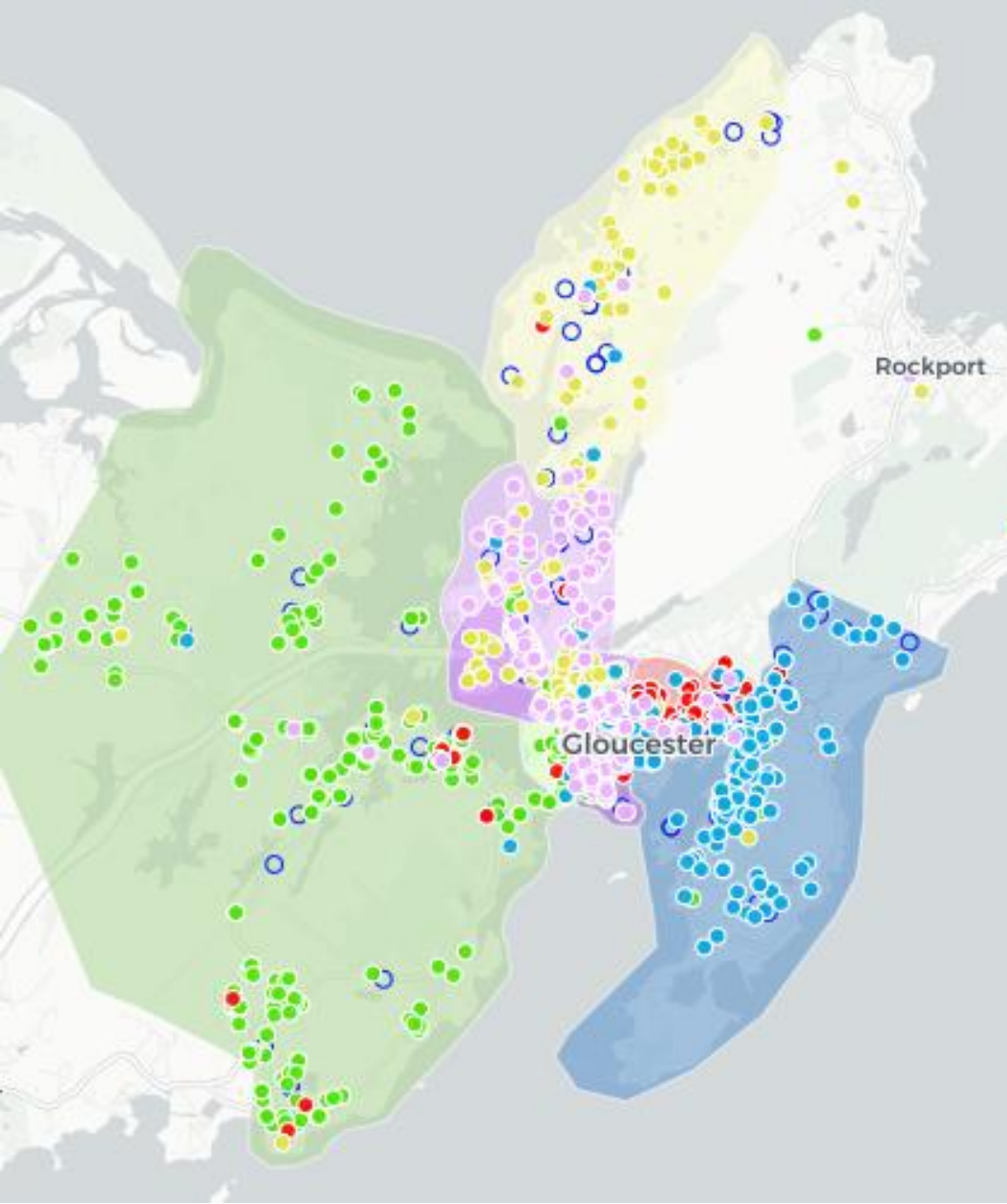
Creative Mindset

Identify Scenarios

- Mitchell as five section school
- Pollard as 6th-8th
- Redistricting
- Eliot Expansion
- District Offices
- PreK at Newman
- Swing Space

Town of Needham Massachusetts School Districts

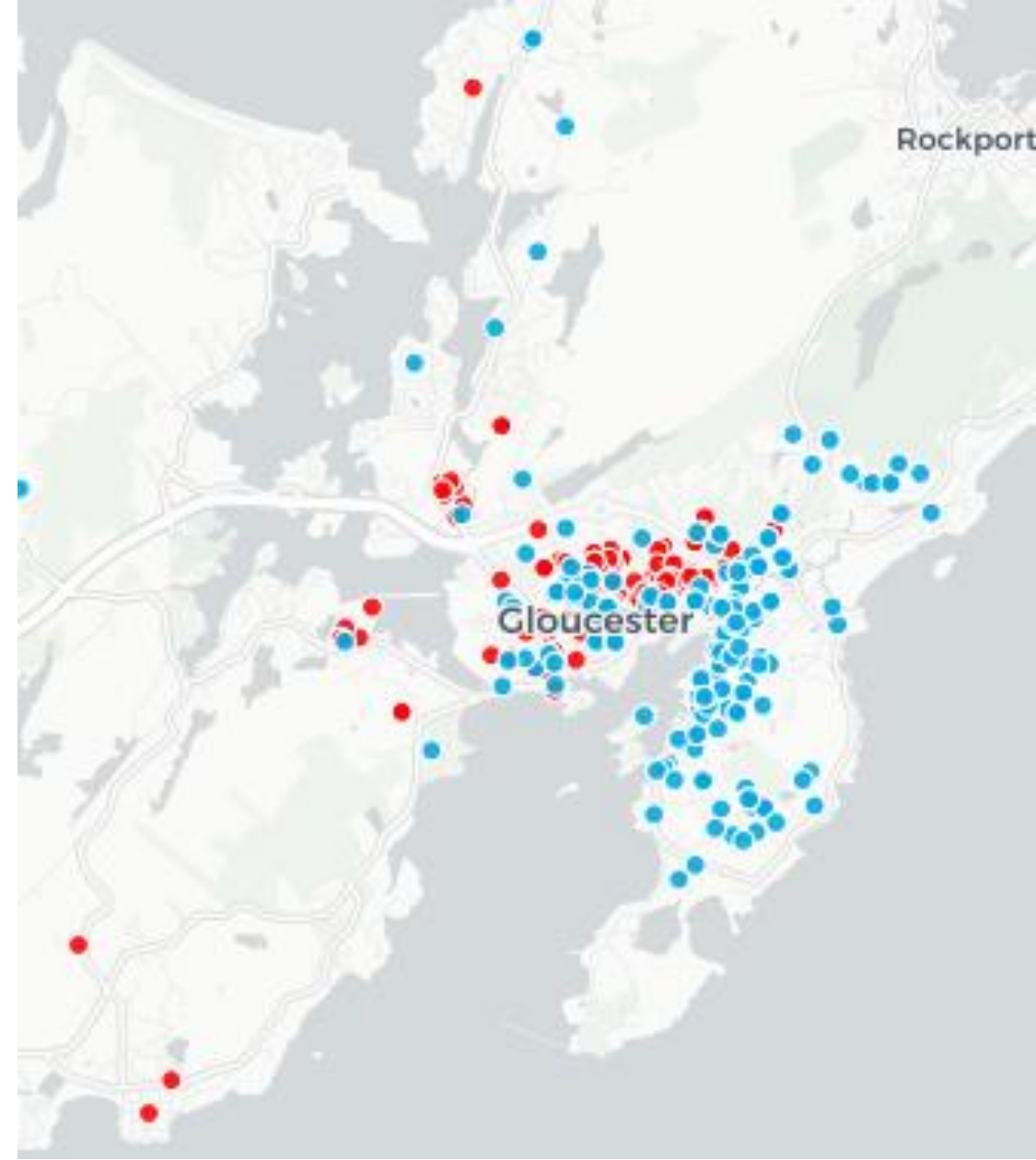




West Parish

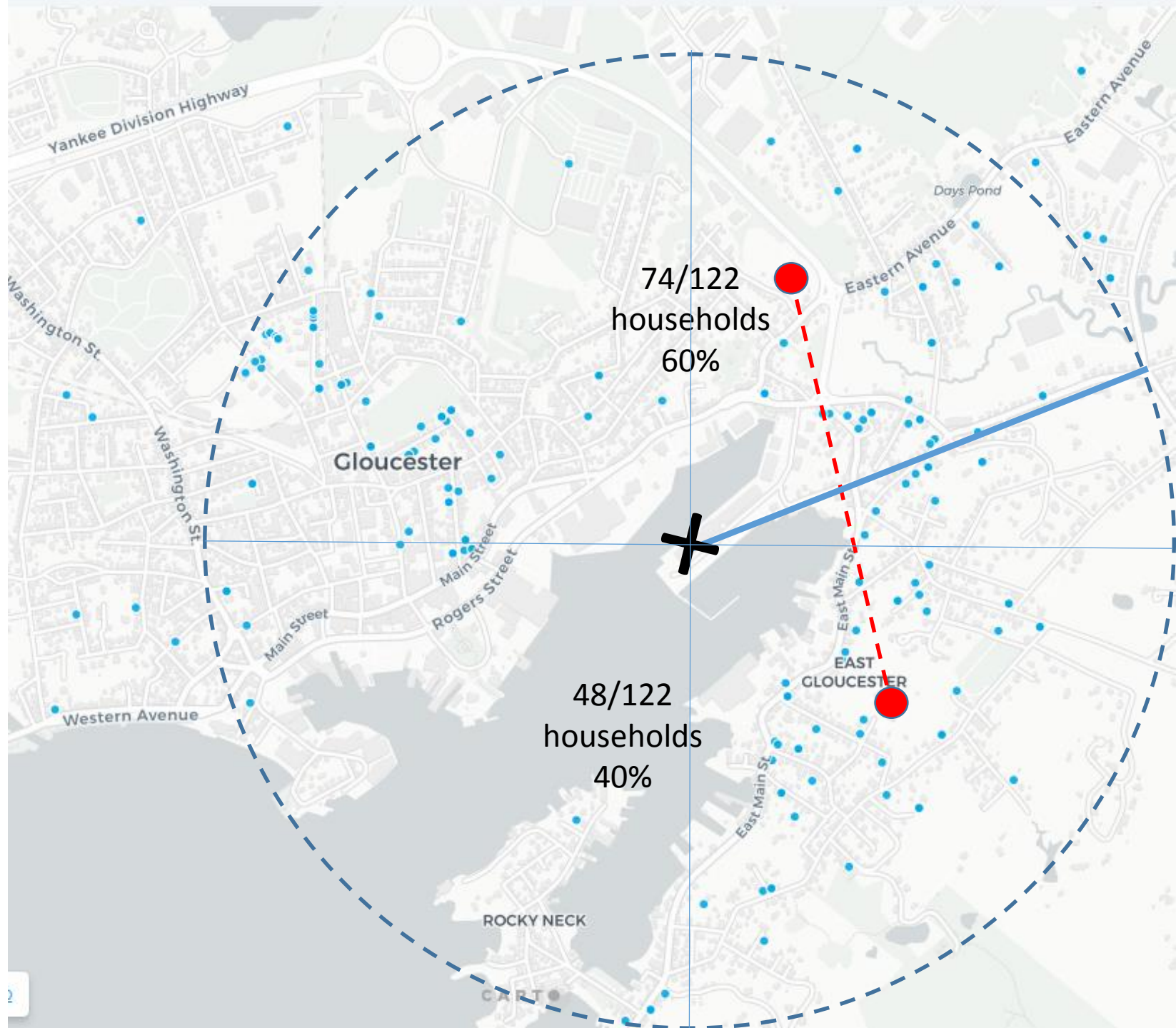
Plum Cove

Beeman



Veterans' Memorial

East Gloucester



October 1, 2019 Enrollment									
ELEMENTARY ENROLLMENT (by grade and school)									

5 LBC Eliot 4th grade
7 LBC Eliot 5th grade

NPS also has 77 Out of District students with special needs paid for by the district. The DESE excludes out of district placements from District enrollment.

1



**Daniel E. Gutekanst, Ed. D.
Superintendent of Schools**

Date: November 15, 2019
To: School Committee
From: Dan Gutekanst
Re: Class Size Reports

As of October 1, 2019, total PreK-12 student enrollment is 5,706 students.

The enclosed 2019 School Enrollment and Class Size Report is organized in two parts:

- The first part includes a summary of enrollment and class size information in grades PreK-12. This portion of the report provides an overview of elementary class size sections, an overview of middle school class sizes in academic and elective classes, and an overview, by level and grade, of high school class sizes.
- The second part of this report includes additional information about specific class sizes in High Rock, Pollard, and the high school. The Needham High School report also includes trend data and historical class size information.

I am happy to answer any questions you may have.

Needham Public Schools

October 1, 2019 Enrollment

ELEMENTARY ENROLLMENT (by grade and school)

Grade	Broadmeadow	Eliot	Mitchell	Newman	Williams	Total	# cls	Av Cl sz	FTE
k	19	22	16	20	20	390	20	19.50	20
k	19	21	16	21	22				
k	20	21	16	21	20				
k	19		17	21	21				
k				18					
1	20	22	19	20	19	436	21	20.76	21
1	20	22	21	21	21				
1	20	23	22	21	20				
1	21		21	21	20				
1	21			21					
2	22	19	18	21	23	441	22	20.05	22
2	21	19	17	21	22				
2	21	19	18	19	23				
2	20	18	17	18	24				
2				21					
3	24	21	23	19	25	434	20	21.70	20
3	23	20	22	19	23				
3	24	20	21	22	23				
3	24		22	19	22				
3				18					
4	25	23	23	20	24	463	20	23.15	20
4	24	27	24	22	24				
4	24	23	23	22	22				
4	24		24	22	22				
4				21					
5	23	22	21	19	19	422	20	21.10	20
5	24	22	21	19	20				
5	23	28	21	19	20				
5	23		21	19	19				
5				19					
Broadmeadow		Eliot	Mitchell	Newman	Williams	Total	# cls	Av Cl sz	FTE
Total Students	548	412	484	624	518	2,586	123	21.02	123.00
Total Sections	25	19	24	31	24		123		

Average Class Size Elementary Grades K-5 21.02

Middle School (High Rock and Pollard)

Middle School Class Size 2019-2020 by Subject and Grade

COURSES	GRADE LEVEL	NUMBER OF SECTIONS	AVERAGE SIZE	MINIMUM	MAXIMUM	UNDER 15	15-25	OVER 25
ART	06	20	22.70	19	26	0	19	1
	07	36	16.22	12	21	8	28	0
	08	54	22.50	16	25	0	54	0
ELL	06	2	3.50	3	4	2	0	0
	07	2	6.00	5	7	2	0	0
	08	1	2.00	2	2	1	0	0
ENGLISH	06	33	16.21	2	27	13	15	5
	07	21	21.86	11	26	1	19	1
	08	21	20.43	4	26	1	19	1
Average Class Size 6-8			19.50					
MATH	06	23	21.61	5	27	3	15	5
	07	25	19.40	1	27	5	18	2
	08	22	19.86	3	29	3	15	4
Average Class Size 6-8			20.29					
MUSIC	06	40	20.60	9	31	1	37	2
	07	19	20.16	12	37	8	6	5
	08	18	20.72	15	27	0	17	1
SCIENCE	06	23	21.61	1	27	3	15	5
	07	39	23.08	19	26	0	37	2
	08	42	20.17	13	24	2	40	0
Average Class Size 6-8			21.62					
SOCIAL STUDIES	06	23	21.61	1	27	3	15	5
	07	20	22.95	19	26	0	18	2
	08	20	21.45	18	26	0	19	1
Average Class Size 6-8			22.00					
TECHNOLOGY	06	20	22.55	17	26	0	18	2
	07	19	21.63	16	24	0	19	0
WELLNESS	06	60	24.85	22	28	0	39	21
	07	66	22.09	12	26	7	57	2
	08	90	21.51	14	26	2	86	2
WORLD LANGUAGES	06	20	23.25	15	26	0	14	6
	07	21	20.29	16	26	0	20	1
	08	31	21.35	18	30	0	30	1

Grade 6	497	
Grade 7	460	
Grade 8	429	
Total Enrollment	<u>1386</u>	as of November 13, 2019

Average Class Size Core Subjects Middle School 6-8

20.85

Needham High School

Needham High School Class Size 2019-2020 by Subject and Grade

COURSES	GRADE LEVEL	NUMBER OF SECTIONS	AVERAGE SIZE	MINIMUM	MAXIMUM	UNDER 15	15-25	OVER 25
ART	09	4	14.25	11	20	3	1	0
	10	3	20.00	15	24	0	3	0
	11	2	12.00	12	12	2	0	0
	12	2	12.00	1	23	1	1	0
	Multiple	64	16.69	1	24	18	46	0
ESL	Multiple	1	2.00	2	2	1	0	0
ENGLISH	09	19	20.05	8	27	3	13	3
	10	23	21.91	1	27	2	16	5
	11	14	19.14	1	28	2	11	1
	12	25	23.48	5	48	4	7	14
	Multiple	2	5.50	3	8	2	0	0
Average Class Size			18.02					
MATH	09	22	16.59	1	26	7	14	1
	10	22	20.32	1	26	3	15	4
	11	23	19.78	5	28	3	19	1
	12	28	19.07	1	28	5	19	4
	Multiple	11	13.18	3	24	6	5	0
Average Class Size			17.79					
MUSIC	10	1	9.00	9	9	1	0	0
	Multiple	30	13.33	2	50	21	6	3
SCIENCE	09	22	17.50	10	23	5	17	0
	10	25	18.56	13	24	4	21	0
	11	23	18.78	9	23	2	21	0
	12	13	19.62	4	24	1	12	0
	Multiple	5	16.40	1	24	1	4	0
Average Class Size			18.17					
SOCIAL STUDIES	09	21	17.95	8	24	6	15	0
	10	22	20.23	8	24	2	20	0
	11	21	19.76	9	25	4	17	0
	12	21	21.67	4	28	1	16	4
	Multiple	2	14.50	11	18	1	1	0
Average Class Size			18.82					
TECHNOLOGY	Multiple	16	9.31	1	25	11	5	0
WELLNESS	09	18	21.22	12	27	4	10	4
	10	20	22.55	12	28	2	8	10
	11	20	21.10	16	24	0	20	0
	12	20	20.00	1	27	4	12	4
WORLD LANGUAGES	09	18	19.89	12	24	2	16	0
	10	26	16.31	1	24	8	18	0
	11	24	16.96	1	24	5	19	0
	12	9	11.78	1	19	4	5	0
	Multiple	5	12.20	3	23	4	1	0

Grade 9	381
Grade 10	452
Grade 11	421
Grade 12	401
Grade 13	6
Total Enrollment	<u>1661</u> as of November 13, 2019

Needham High School

Needham High School Class Size 2019-2020 by Subject and Course Level

COURSES	COURSE LEVEL	NUMBER OF SECTIONS	AVERAGE SIZE	MINIMUM	MAXIMUM	UNDER 15	15-25	OVER 25
ART	ACC	2	18.00	13	23	1	1	0
	AP	2	12.00	12	12	2	0	0
	HON	3	20.00	15	24	0	3	0
		68	16.37	1	24	21	47	0
ELL		1	2.00	2	2	1	0	0
ENGLISH	ACC	25	25.44	16	48	0	13	12
	AP	8	24.00	19	27	0	4	4
	CP	8	12.75	8	19	5	3	0
	HON	33	21.73	6	28	2	25	6
		9	11.56	1	27	6	2	1
MATH	ACC	21	23.14	20	28	0	19	2
	AP	13	20.77	5	28	2	8	3
	CP	15	14.60	10	20	8	7	0
	HON	36	20.22	7	26	2	30	4
		21	11.57	1	26	12	8	1
MUSIC	ACC	6	8.33	2	16	5	1	0
		25	14.36	2	50	17	5	3
SCIENCE	ACC	39	19.85	14	24	1	38	0
	AP	5	21.60	17	24	0	5	0
	CP	6	13.17	9	16	5	1	0
	HON	34	18.18	10	24	5	29	0
		4	9.75	1	18	2	2	0
SOCIAL STUDIES	ACC	28	21.25	10	25	4	24	0
	AP	14	22.29	18	26	0	12	2
	CP	7	9.57	8	14	7	0	0
	HON	37	20.08	14	28	2	33	2
		1	4.00	4	4	1	0	0
TECHNOLOGY		16	9.31	1	25	11	5	0
WELLNESS		78	21.22	1	28	10	50	18
WORLD LANGUAGES	ACC	40	17.45	1	24	8	32	0
	AP	3	16.00	11	23	2	1	0
	CP	8	17.00	14	20	1	7	0
	HON	29	15.90	1	24	10	19	0
		2	6.50	3	10	2	0	0

as of November 13, 2019

HIGH ROCK SCHOOL
M E M O R A N D U M

To: Daniel Gutekanst
From: Jessica R. Downey
Date: November 6, 2019
Re: Class Size Reports

Enclosed are the class size reports for High Rock School. These figures come from our enrollment figures dated November 6, 2019.

Below are highlights of the attached information:

School Enrollment – 497

Cluster Class Size (English, Science, Social Studies & Math)

Cluster	Total	Average Class Size
1	98	24.5
2	98	24.5
3	97	24.25
4	103	25.75
5	101	25.25

Advisory

	# Sections	Range	Average Class Size	# @ 15	# @ 17
Advisory	30	15-17	16.5	3	15

Enrichment Class Size

Course	# of Students	# of Sections	Range	Average Class Size	# of Sections 25+
Art	454	20	19-26	22.7	3
Computer Technology	451	20	17-26	22.55	2
Literacy for Learning	449	20	17-25	22.45	2
Reading Support*	39*	10	3-6	3.9	0
Wellness	497	20	22-28	24.85	14
Spanish	465	20	15-26	23.25	9
Strings	51	2	20-31	25.5	1
Beginning Band	65	4	9-23	16.25	0
Concert Band	92	4	20-27	23	1
Chorus & Gen Music	205	10	17-25	20.5	1

** Will grow due to student needs assessments throughout school year.*

Lunch Period Student Numbers

Lunch	# Students
I	101
II	98
III	98
IV	103
V	97

Students not taking an Enrichment

Course	# of Students
Wellness	0
World Language Courses	32
Rotation Courses (Art, Tech, Literacy)	46
Music Courses	84

Academic Support Programming

(As a result, may not participate in an enrichment class)

Special Education*	101 students
Reading Support	39 students

**not all students in special education have a reduction in their enrichment enrollment.*



Pollard Middle School

Ms. Megan Bonomolo
Grade 8 Assistant Principal

Ms. Tamatha Bibbo
Principal

Mr. Jeremy Greenwood
Grade 7 Assistant Principal

To: Dr. Dan Gutekanst

From: Tamatha Bibbo

Date: October 30, 2019

Subject: **Class Size Reports**

Please find the class size report for the Pollard Middle School. These figures reflect our enrollment figures dated October 30, 2019. Below are highlights of the information:

School Enrollment:

Grade 7 – 460

Grade 8 – 433

Cluster Class Size (English, Math, Science & Social Studies)

Cluster Grade 7	Total	Average Class Size	Cluster Grade 8	Total	Average Class Size
7-1	88	23	8-1	87	22
7-2	91	23	8-2	86	22
7-3	91	23	8-3	85	22
7-4	95	24	8-4	88	22
7-5	95	24	8-5	87	22

Advisory

Grade	# Sections	Range	Average Class Size
7	39	9-14	12
8	37	9-14	12

Lunch Period

Grade 7	1 st Lunch	276
Grade 7	2 nd Lunch	183
Grade 8	1 st Lunch	259
Grade 8	2 nd Lunch	174

Enrichment Class Size

Grade 7

Subject	# of Sections	Range	Average for Class Size	# of Sections 25+
Art 7	24	15-20	17	0
Cambiata Chorus 7	1	25	25	1
Ceramics/Sculpture 7	12	12-16	14	0
Computer Technology 7	19	16-25	22	1
Concert Band 7	3	31-35	33	3
Engineering Design 7	19	21-26	24	5
Experiential Ed 7	12	13-18	14	0
Health 7	18	20-25	24	9
PE 7	36	19-26	24	5
French 7	4	22-26	24	2
Spanish 7	16	15-24	14	0
Music Explorations 7	12	13-16	14	0
Strings 7	1	37	37	1
Treble Chorus 7	2	24-30	27	2
Mandarin 7	1	18	18	0

Grade 8

Subject	# of Sections	Range	Average for Class Size	# of Sections 25+
Art 8	18	21-25	23	2
Ceramics/Sculpture 8	12	20-25	22	1
2D Design	12	19-25	23	3
Chinese Culture 8	12	19-25	22	2
Global Arts 8	12	16-26	22	2
Concert Band 8	3	15-16	15	0
Engineering Design 8	20	16-24	19	0
Experiential Ed 8	15	15-21	13	0
Health 8	21	18-24	20	0
PE 8	54	21-26	23	11
French 8	4	19-21	20	0
Spanish 8	14	19-24	21	0
Mandarin 8	1	29	29	1
Theater Musical Arts 8	12	19-24	21	0
Strings 8	1	27	27	1
Treble Chorus 8	2	16-22	19	0



NEEDHAM HIGH SCHOOL

Aaron Sicotte
Principal

Mary Kay Alessi
Alison Coubrough-
Argentieri
Keith Ford

To: Dr. Daniel Gutekanst, Superintendent
From: Aaron Sicotte, Principal
Re: 2019-2020 NHS Class Size Report
Date: 10 November 2019

Please find in the report that follows class size data for Needham High School for the 2019-2020 school year. Data have been gathered based on the October 1, 2019 figures. There have been a small number of student course enrollment changes since that time that are not reflected in this document. You will also find matrices that provide the current number of students per section, as well as, the total teacher course load for this year. As this document will demonstrate, our teachers are continuing to provide excellent support for our students, even with the increasing enrollment.

Average Teacher Load

Tables 1 and 2 provide statistics related to staffing allocations in each department. These data reflect mean student to teacher ratios within each department that are then compared to a target load set by the department chairs and directors, and the principal during the spring of the previous school year. The staffing formula is designed to attain average student-teacher ratios within five students of the target loads. This methodology is not used, however, when calculating ratios within the music and theater programs, as the nature of performing arts and ensemble programs do not lend themselves to standard class size formulas. The Wellness Total Enrollment reflects the total student enrollment during the full year, but the Actual Average Teacher Load reflects a per semester average since all Wellness courses are semester courses.

Table 1

*Average Teacher Load & Department Enrollment, 2019-2020
Based Upon October 1, 2019 Enrollment of 1661 Students.*

Department	FTE	Total Enrollment	% of NHS Enrollment	Target Teacher Load (in students)	Actual Average Teacher Load (in students)
English	19.5	1722	104	92	88
Math	18.8	1874	113	100	100
Science	18.1	1616	97	95	89
Social Studies	17.6	1772	107	100	101
World Languages	14.8	1340	81	100	91
Visual Arts	8.0	1210	73	100	111
Performing Arts	3.2	413	25	-	129
Wellness	7.6	1625	98	100	107

Table 2 presents the aggregate data comparing school years 2012-13 through 2019-20. The average teacher load has dipped slightly this year after recent increases. This modest decline



NEEDHAM HIGH SCHOOL

Aaron Sicotte
Principal

Mary Kay Alessi
Alison Coubrough-
Argentieri
Keith Ford

reflects the similar one year decline in our overall enrollment for this school year. Despite this overall decline, the average student load actually increased in three departments this year. Note: year-to-year increases in average teacher loads within departments are highlighted.

Table 2

*Average Actual Teacher Load Comparisons
School Year 2012-13 through 2019-20*

Department	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20
English	88	88	88	90	90	89	92	88
Math	108	108	105	105	104	107	106	100
Science	95	95	96	90	90	96	101	89
Social Studies	105	105	103	99	100	102	100	101
World Language	103	103	102	97	98	94	92	91
Visual Arts	94	94	92	97	105	106	110	111
Performing Arts	176	176	157	130	129	122	116	129
Wellness	115	115	110	110	111	112	112	107
Overall Average	111	111	107	102	103	104	104	102

Class Size Range

Table 3 reflects the range of enrollment within course sections across academic areas. During our scheduling process, we prioritize keeping sections as balanced as possible, although that is not always feasible with the many variables and complications of creating a high school schedule. This year, we saw a slight decrease in the number of classes that fall between 22 and 27, a reflection of our lower overall enrollment. We also experienced a small increase in the number of classes over 28 students, which was, in part, a result of new senior class offerings that garnered a lot of interest and resulted in large class enrollments. Our ongoing effort to ensure small, supportive class sizes for our struggling learners also results in a steady number of courses running below 19 (from 204 last year).

Table 3

Class Size Range in Sections, 2019-2020

Department	<19	19-21	22-24	25-27	28+	Total
English	13	14	20	21	8	76
Math	32	20	24	14	3	93
Science	39	23	23	-	-	85
Social Studies	27	17	35	5	2	86
World Language	36	19	19	-	-	74
Arts	41	33	14	-	3	91
Wellness	19	8	22	26	1	76
Total Sections	207	134	157	66	17	581

Chart 1



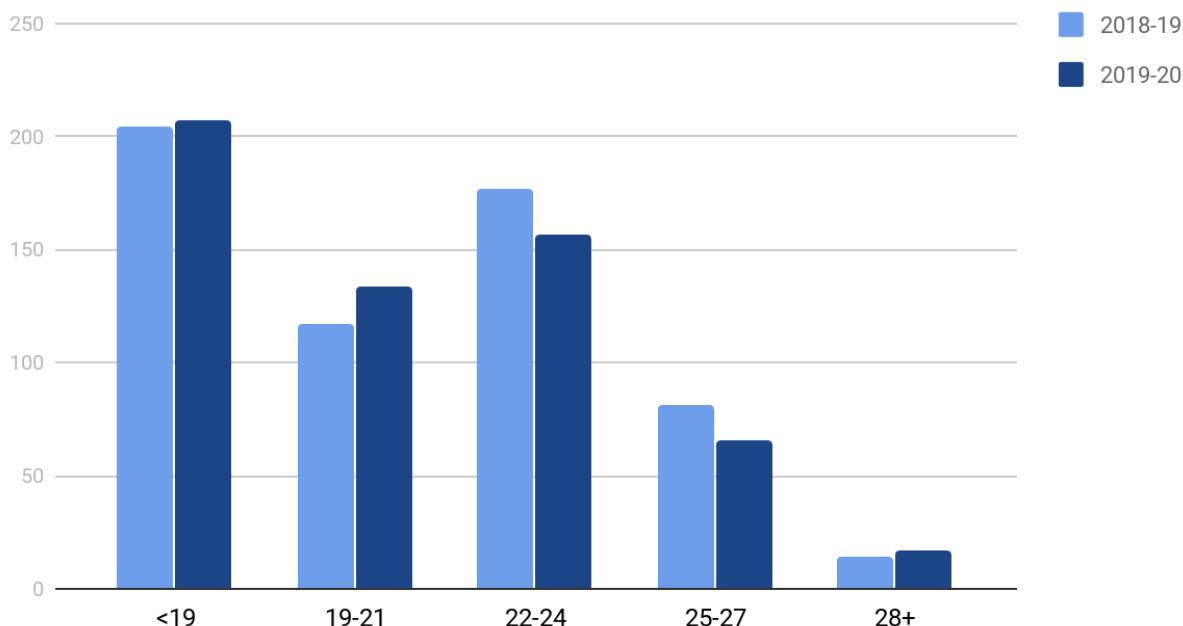
NEEDHAM HIGH SCHOOL

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Alison Coubrough-
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Section Enrollment Comparisons – 2017-2018 and 2018-2019

Section Enrollment Comparisons



Impact Statement

After shrinking our enrollment slightly this year, Needham High School will return to the steadily rising enrollment we have experienced over the last few years. As the enrollment continues to rise, so too does average class sizes and teacher loads. Staffing increases over the last couple years have helped to mitigate those increases to an extent. As we return to expanding enrollment, NHS will require further staffing increases to maintain appropriate class sizes and a full complement of course offerings. As we continue to grow in all areas, NHS will remain a vibrant place to learn and grow for our students, and we will continue to meet our students' needs with instruction that is engaging and personalized and class offerings that are diverse and robust.

Revolving Fund FY20 Budget Request REVISED

Fund Name:	World Languages Book/Equipment Sales (2350-3662)
Fund Manager:	Director of World Language
Executive Summary:	Increase in Fee for Latin Exam from (\$4 to \$6), Spanish Exam from (\$4 to \$7), French Exam from (\$4 to \$9), and Medusa Mythology Exam (\$3 to 10.) No Change to Fee for Spanish Workbook (\$18), French Workbook (\$16), or Student Novels (\$8.) New Seal of Biliteracy Exam (\$19.90.)

Fund Description:

This pass-through revolving account funds the sale of French, Spanish and Latin foreign language competitive exams, the Medusa Mythology exam as well as workbooks and novels to students.

Enabling Legislation:

MGL Chapter 71, Section 47.

Critical Issues:

A critical issue for this program is that the exam fees are not covering the current cost of the exam, and must be increased to balance program revenues and expenditures and provide an appropriate contingency reserve for fluctuations in enrollment. A comparison of the cost of the exam and fee charged to students is presented below:

Exam:	Exam Cost	Student Fee
Latin	\$5.06	\$3
Spanish	\$6.23	\$4
French	\$8.68	\$4
Myth	\$10.33	\$3

Although fees were set to approximately cover exam prices prior to FY18, they were reduced in FY19 to spend down fund balance. At this time, the fund balance has been reduced to an appropriate amount and fees should be re-adjusted to cover the cost of purchasing each exam. No increase is sought for the workbooks, which are not currently sold to students.

REVISED BUDGET: A new exam is proposed for FY20 - the STAMP exam. The purpose of the STAMP test is to provide an opportunity for high school juniors and seniors to demonstrate literacy in a language other than English so that they can be eligible to earn the Massachusetts State Seal of Bi-literacy. The Massachusetts State Seal of Bi-literacy is part of a state law passed in 2017 and many other districts across Massachusetts already offer this to their students. The benefit of offering the Seal to Needham students is that we are able to honor the language expertise and diversity in our district.

Description of Revenues:

Revenues for this fund are received from students who pay the following fees:

	FY18 Proj. Students	FY18 Fees	FY19 Proj. Students	FY19 Fees	FY20 Proj. Students	FY20 Fees
Latin Exam	112	\$5	89	\$4	90	\$6
Spanish Exam	99	\$6	84	\$4	85	\$7
French Exam	96	\$8	50	\$4	50	\$9
Spanish Workbooks	0	\$18	0	\$18	0	\$18
French Workbooks	0	\$16	0	\$16	0	\$16
Student Novels	0	\$8	0	\$8	0	\$8
Medusa Myth. Exam	5	\$3	0	\$3	5	\$10
STAMP Exam	0	\$0	0	\$0	200	\$19.90

FY20 revenues are projected to be \$5,615, based on the above projected activity. (FY20 registrations are based on current year activity.) The account has a fund balance that will be used, thus allowing students to pay less than the cost of the exams.

Description of Expenses:

The expenses of this program include the cost of the exams (\$5,450) and \$200 in miscellaneous program expenses. The exam costs are as follows, based on the aforementioned unit prices for each exam: Latin \$455 (@ \$5.06/exam), Spanish \$529 (@ \$6.23/exam), French \$434 (@ 8.68/exam), Medusa Myth \$52 (@ \$10.33/exam) and STAMP \$3,980 (@ \$19.90/exam.)

Staffing:

No staff members are paid from this fund.

District's Vision, Mission, Goals and Objectives:

The activities of this fund support Goal 1 (Advancing Standards Based Learning)

FY20 Proposed Budget:

Attached.

Attachment A

Revolving Fund Name:	World Languages Book/Equipment Sales
Revolving Fund Contact:	Director of World Languages

														FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Proj	FY20 Budget
Revenues																			
<u>Beginning Fund Balance (Carry-Over Revenue from Prior Year)</u>																			
2350	3662	080	00	0000	000	00	520	980	0000	350	00		Carry-Over Revenue	\$1,483	\$1,976	\$2,363	\$2,497	\$2,651	\$1,581
<u>Current Year Revenue Collections</u>																			
2350	3662	080	00	0000	000	00	432	000	0000	350	00		Current Year Revenue Collections	\$2,850	\$1,820	\$1,926	\$1,500	\$913	\$5,615
<u>Revenue Collected for Next Fiscal Year</u>																			
2350	3662	080	00	0000	000	00	432	000	0000	350	00		Pre-Collection Next FY Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Revenues														\$4,333	\$3,796	\$4,289	\$3,997	\$3,564	\$7,196
Expenditures																			
Fund	Dept	Pgm	Bldg	DOE Fun	Subj	Gr	Act	TM	Object Code	SchA	Ext Obj	Building	Object Code Description	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Proj	FY20 Budget
2350	3662	080	40	1230	080	99	520	010	5130	300	99	NHS	Coaches	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2110	080	99	520	010	5110	300	99	NHS	Curriculum Dir/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2120	080	99	520	010	5110	300	99	NHS	Dept Head (Non Supv)/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2220	080	99	520	010	5110	300	99	NHS	Curr Ldr/Academic Dept Head/ Sal	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2305	080	99	520	010	5110	300	99	NHS	Certified Classroom Teacher/ Salar	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2310	080	99	520	010	5110	300	99	NHS	Certified Teacher Specialist/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2315	080	99	520	010	5110	300	99	NHS	Instr. Coord-Team Leader/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2320	080	99	520	010	5110	300	99	NHS	Medical/Therapeutic/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	010	5110	300	99	NHS	Other Instructional	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2325	080	99	520	010	5110	300	99	NHS	Classroom Subs/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2330	080	99	520	010	5110	300	99	NHS	Instr. Asst - Paraprofessional/ Sala	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2353	080	99	520	010	5110	300	99	NHS	Prof Dev Summer/Aft School/ Sala	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2355	080	99	520	010	5110	300	99	NHS	Prof Dev Subs	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2357	080	99	520	010	5110	300	99	NHS	Prof Dev School Year/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2110	080	99	520	010	5110	300	99	NHS	Secy to Curr Dir/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2120	080	99	520	010	5110	300	99	NHS	Secy to Dep Head (Non Supv) Sala	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2210	080	99	520	010	5110	300	99	NHS	Other Building Secy/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2220	080	99	520	010	5110	300	99	NHS	Secy to Acad Dept Head/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	1420	080	99	520	010	5110	300	99	NHS	Human Resources & Benefits/ Sala	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	4110	080	99	520	010	5110	300	99	NHS	Custodians/ Salary	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	5200	080	99	520	010	5110	300	99	NHS	Fringe	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	4220	080	99	520	020	5241	300	99	NHS	R&M Bldgs / Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	4210	080	99	520	020	5241	300	99	NHS	R&M Grounds / Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2451	080	99	520	020	5255	300	99	NHS	R&M Technology/ Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2420	080	99	520	020	5247	300	99	NHS	R&M Instr Equip/ Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	5350	080	99	520	020	5270	300	99	NHS	Lease Rental/ Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	020	5300	300	99	NHS	Professional Technical/ Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	020	5330	300	99	NHS	Transportation	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	020	5341	300	99	NHS	Postage	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	020	5345	300	99	NHS	Printing & Binding	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	020	5346	300	99	NHS	Advertising	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	020	5380	300	99	NHS	Other Services	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2110	080	99	520	030	5420	300	99	NHS	Offices Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	4220	080	99	520	030	5430	300	99	NHS	R&M Bldgs / Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	4110	080	99	520	030	5450	300	99	NHS	Custodial / Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	4210	080	99	520	030	5460	300	99	NHS	Groundskeeping/ Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	3400	080	99	520	030	5490	300	99	NHS	Food Services/ Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2430	080	99	520	030	5510	300	99	NHS	Educational Supplies	\$764	\$39	\$0	\$0	\$0	\$0
2350	3662	080	40	2415	080	99	520	030	5512	300	99	NHS	Teaching Aids/ Clsm Ref	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2410	080	99	520	030	5517	300	99	NHS	Textbooks & Workbooks	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2420	080	99	520	030	5522	300	99	NHS	Instr. Equipment/ Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2453	080	99	520	030	5523	300	99	NHS	A/V Hardware	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2455	080	99	520	030	5524	300	99	NHS	Instructional Software	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2451	080	99	520	030	5525	300	99	NHS	Instructional Tech. Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	030	5580	300	99	NHS	Other Supplies	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2357	080	99	520	030	5710	300	99	NHS	In State Travel/ Conferences	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2357	080	99	520	030	5720	300	99	NHS	Out of State Travel/ Conferences	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2357	080	99	520	030	5730	300	99	NHS	Dues & Memberships	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	2440	080	99	520	030	5780	300	99	NHS	Other Expenses	\$1,594	\$1,394	\$1,638	\$1,973	\$1,983	\$5,650
2350	3662	080	40	7300	080	99	520	200	5850	300	99	NHS	Capital Equip > \$5000 Per Unit	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	7500	080	99	520	200	5851	300	99	NHS	Motor Vehicles > \$5000 Per Unit	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	7350	080	99	520	200	5856	300	99	NHS	Capital Tech. > \$5000 Per Unit	\$0	\$0	\$0	\$0	\$0	\$0
2350	3662	080	40	7300	080	99	520	200	5870	300	99	NHS	Repl. Equipment> \$5000 Per Unit	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Expenditures														\$2,357	\$1,433	\$1,638	\$1,973	\$1,983	\$5,650
Anticipated Ending Fund Bal.														\$1,976	\$2,363	\$2,651	\$2,025	\$1,581	\$1,546

* Includes encumbrances.

II. Is any of your ending fund balance designated for a particular purpose? If yes, please explain below.

NEEDHAM SCHOOL COMMITTEE

Agenda Item #: _____

Date: November 19, 2019

Item Title: **Disposal of Surplus: High Rock Middle School, Pollard Middle School, IT Department**

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 High Rock Middle School

- 393 Old/Damaged Media Center Books

From Pollard Middle School

- 1- 2 Burner Broken Stove
- 1 Poor Condition Stainless Steel Cart

From IT Department

- 2 Obsolete Charging Carts
- 8 Broken Charging Carts
- 1 Obsolete CRT TV
- 2 Obsolete SmartBoard Carts
- 1 Broken SmartBoard

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