



# *Needham School Committee*

## *May 19, 2020*

*5:30 p.m.*

**Meeting accessible via Zoom Webinar\* and broadcast and  
streamed live on The Needham Channel**

Broadcast on the Needham Channel municipal and HD  
channels, live stream at: <https://needhamchannel.org>

\* Please use the link below to join the webinar:

<https://us02web.zoom.us/j/86753529826?pwd=SUhZNXZhRzEwa29uYVZvMklvN1Zldz09>

Webinar ID: 867 5352 9826

Password: 065581

Or iPhone one-tap :

US: +19292056099,,86753529826#,,1#,065581#

Or Telephone:

Dial US: +1 929 205 6099 or +1 301 715 8592

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



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## SCHOOL COMMITTEE MEETING AGENDA

May 19, 2020

Meeting accessible via Zoom Webinar\* and broadcast and streamed live on

**The Needham Channel**

Broadcast on the Needham Channel municipal and HD channels, live stream at:

<https://needhamchannel.org>

- 5:30 p.m. Public Hearing on School Choice**  
Vote on School Choice
- 5:35 p.m. Public Comments**
- 5:40 p.m. School Committee Chair and Subcommittee Updates**
- 5:45 p.m. Superintendent's Comments**
- 5:50 p.m. Consent Items**
1. Minutes of the Meeting of March 17, 2020
  2. FY20 Budget Transfers
  3. Approve FY20 Grant
  4. Accept Donations
- Discussion Items**
- 5:55 p.m. Special Education Parent Advisory Council (SEPAC) Update**
- 6:15 p.m. Response to COVID-19 Health Emergency: School Updates**
- 6:40 p.m. Action Items**
- Appoint Superintendent as School Committee Representative to ACCEPT Education Collaborative Board of Directors
  - Accept Needham Education Foundation 2020 Spring Grant Awards
- 6:45 p.m. School Committee Comments**
- Information Items**
- Eliot School Improvement Plan

\*Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86753529826?pwd=SUhZNXZhRzEwa29uYVZvMklvN1Zldz09>

Password: 065581

Or iPhone one-tap :

US: +19292056099,,86753529826#,,1#,065581# or +13017158592,,86753529826#,,1#,065581#

Or Telephone:

Dial US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833

Webinar ID: 867 5352 9826

Password: 065581



## Needham School Committee

May 19, 2020

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

Background Information:

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

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

### **Vote on School Choice Program**

Action Recommended:

Upon recommendation of the Superintendent, that the Needham School Committee votes not to participate in the School Choice Program (Chapter 76, Section 12b) for the 2020-2021 academic year as required by the 1993 Education Reform Act, due to programmatic and space limitations.



## Needham School Committee

May 19, 2020

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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

May 19, 2020

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

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:

Andrea Longo Carter, Chair

Connie Barr, Vice-Chair

Heidi Black

Michael Greis

Susan Neckes

Aaron Pressman

Matthew Spengler

Aidan Michelow, Student Representative member of School Committee



## Needham School Committee

May 19, 2020

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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

May 19, 2020

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Agenda Item:     **Consent Agenda**

1. Minutes of the Meeting of March 17, 2020
2. FY20 Budget Transfers
3. Approve FY20 Cares Act Grant
4. 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  
March 17, 2020

Michael Greis, Chairman of the Needham School Committee called the Special Meeting of the Needham School Committee to order at 6:00 p.m. Chairman Greis noted that this meeting is held Live at the Needham Channel Studio and that he is joined by Vice-Chair Andrea Longo Carter and Superintendent of Schools, Dan Gutekanst. Chairman Greis stated that the purpose of this meeting is to provide an update to the Needham community on the status of the closure of the Needham Public Schools and to provide as much accurate information as possible. Chairman Greis pointed out the importance of everyone washing their hands often, handwashing regularly, practicing social distancing, and look for and only repeat accurate information.

School Committee members participating from a remote location are:

Connie Barr	Aaron Pressman
Heidi Black	Matthew Spengler
Susan Neckes	

Aidan Michelow (non-voting student member)

DISCUSSION ITEM

Superintendent and School Committee Chair's Update on School Closure

Dr. Gutekanst began by thanking the Town Manager, Kate Fitzpatrick, who has assembled a strong team of professionals to respond to the health crisis. Dr. Gutekanst stated that he has met with Barbara Singer, Director of Health Service, Timothy McDonald, Director of Public Health, and Alan Stern, School Physician several times in recent weeks and he is grateful to them for their help and guidance.

Dr. Gutekanst stated that the Needham Public Schools and all school buildings are closed through April 6, 2020, noting that this could change. He stated that professional staff is working remotely and have access to email and voice mail. The buildings are being cleaned to ensure that they will be ready for students and staff when they return. Dr. Gutekanst stated that the District's webpage will be updated as necessary with information throughout the next couple of weeks.

Dr. Gutekanst stated that the Needham Public Schools Nutrition Services Department is working and partnering with the Needham

Superintendent  
and School  
Committee  
Chair's Update  
on School  
Closure



Community Council on a schedule to provide food for families and students in need. Meals will be provided on Monday, Wednesday, and Thursday, beginning Wednesday, March 18, 2020, at 10:30 am. Joanne Allen-Willoughby, Director of METCO will send information to the Boston families on organizations that will provide food for families and students in need. All school activities are canceled including athletic tryouts and games. April vacation is still on the calendar, but that could change. The school year will end on June 25.

Dr. Gutekanst addressed the plan for teaching and learning. He stated that moving the curriculum forward would not be happening during these three weeks of school closure. This week, the week of March 16<sup>th</sup> teachers and administrators are collaborating and planning to offer opportunities for student enrichment and engagement. Families and students will not be hearing from teachers until the end of the week, but at the end of this week and early next week, families will receive resources to guide activities, enrichment, instruction, and learning that will be complemented with teachers who will be available to answer questions, to help prepare, and to guide as well as facilitate if necessary. Dr. Gutekanst stated that this is not going to be a planned, sequential curriculum-driven program. It is not going to be an attempt to move the curriculum forward. However, there will be opportunities for enrichment, practice, engagement, and connections. Teachers will be providing resources, suggestions, ideas for reading, creating, and learning that is consistent with the student's grade level and developmental expectation. Students who do not have access to Chromebooks will be provided with one. Special Educators and Counselors will be available to make connections. Dr. Gutekanst stated that this process will be imperfect, it is uncharted territory but that there will be time to keep pace and to do something that will be helpful and meaningful for students. He also stated that while school is not in session, staff, principals, and administrators are still available during the school day to connect with students.

Dr. Gutekanst stated that both Comcast and Verizon are offering opportunities and programs for internet connectivity. Dr. Gutekanst stressed the importance of social distancing. Dr. Gutekanst stated that the Town and the Needham Public Schools are closing the playgrounds and are asking families to refrain from using them. Dr. Gutekanst stated that there will be information on the District's website as well as information on mental health needs.

Dr. Gutekanst stated that he shared with staff and principals yesterday that this health crisis is exhausting, and that we have to give ourselves a break throughout all of this; to simplify things we are trying to do, don't over complicate any of this, and focus on our health, our families and the community. He added that the Needham Public Schools will do as much as possible to support families.

Chairman Greis spoke about employee compensation. He stated that Needham Public Schools hourly employees will continue to be paid

during the school year. He stated that he wants to be sure that all staff is treated fairly and equally. He also stated that the School Committee is doing its best to help the entire community at this time.

Dr. Gutekanst shared an update on how teachers and administrators will provide support to families and students with special needs. Dr. Gutekanst stated that he has expressed his hope to the Commissioner of Education that the MCAS Test is put on hold this year and that sophomores take their 10<sup>th</sup>-grade competency determination assessment in the fall. Dr. Gutekanst stated that he will continue to work with the Massachusetts Association of School Superintendent and the legislature to ask that grades 3-8 be put on hold at this time. Dr. Gutekanst stated that when teachers return, he is going to be working with principals and curriculum directors to focus on what is essential.

Chairman Greis stated that the response so far from everyone involved has been great. Everyone understands the situation that we are in and is trying to do the smart thing and the right thing. He added that there is a lot we do not know and he encouraged families not to worry too much and understand that there is a strong desire by everyone involved to make sure that students move forward in their education.

Andrea Longo Carter expressed her appreciation for the hard work of everyone involved. Ms. Longo Carter encouraged families to get outside, that it makes a huge difference. It allows us to be flexible and resilient and it models that for our children.

Chairman Greis took a moment to read a letter from Roger Brown, President of the Berklee College of Music on remote learning. Chairman Greis encouraged parents and members of the community to contact the School Committee online at [www.needham.k12.ma.us](http://www.needham.k12.ma.us) with any questions.

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/packets2019-2020](http://www.needham.k12.ma.us/district_info/school_committee/packets2019-2020)

At approximately 7:05 p.m., a motion was made to adjourn the School Committee meeting of March 17, 2020.

Adjournment

A motion was made:

The motion was moved by Andrea Longo Carter and seconded by Connie Barr.  
The vote was 7-0-0

Respectfully submitted by Cheryl Gosmon, Note Taker

**NEEDHAM SCHOOL COMMITTEE**

**Agenda Item #:** \_\_\_\_\_

**Date:** May 19, 2020

**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 - See Detail
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	<u>Consent Calendar</u>
Central Administrator	Town Counsel	Sub-Committee:	_____

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
<b>PURCHASE OF SERVICE &amp; EXPENSE</b>							
0001.3132.005.21.2415.099.99.520.030.5512.300.05	Curriculum Development	Broadmeadow	Other Instructional Materials	Other Instructional Material	347.00		347.00
0001.3132.005.22.2415.099.99.520.030.5512.300.05	Curriculum Development	Eliot	Other Instructional Materials	Other Instructional Material	275.00		275.00
0001.3132.005.23.2415.099.99.520.030.5512.300.05	Curriculum Development	Williams	Other Instructional Materials	Other Instructional Material	347.00		347.00
0001.3132.005.24.2415.099.99.520.030.5512.300.05	Curriculum Development	Mitchell	Other Instructional Materials	Other Instructional Material	347.00		347.00
0001.3132.005.25.2415.099.99.520.030.5512.300.05	Curriculum Development	Newman	Other Instructional Materials	Other Instructional Material	544.00		544.00
0001.3132.005.21.2356.099.99.520.030.5710.300.06	Curriculum Development	Broadmeadow	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.22.2356.099.99.520.030.5710.300.06	Curriculum Development	Eliot	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.23.2356.099.99.520.030.5710.300.06	Curriculum Development	Williams	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.24.2356.099.99.520.030.5710.300.06	Curriculum Development	Mitchell	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.25.2356.099.99.520.030.5710.300.06	Curriculum Development	Newman	Costs for Instructional Staff to Attend PD	In-State Travel		200.00	(200.00)
0001.3132.005.40.2410.099.99.520.030.5517.300.05	Curriculum Development	NHS	Textbooks	Textbooks		860.00	(860.00)
0001.3250.005.25.2210.090.99.520.030.5420.300.05	Newman	Newman	School Leadership - Bldg Principals	Office Supplies	113.90		113.90
0001.3250.005.25.2356.090.99.520.030.5303.300.04	Newman	Newman	Costs for Instructional Staff to Attend PD	P&T Seminars and Training	75.00		75.00
0001.3250.005.25.2356.099.99.520.030.5710.300.06	Newman	Newman	Costs for Instructional Staff to Attend PD	In-State Travel	3.83		3.83
0001.3250.005.25.2358.090.99.520.030.5303.300.04	Newman	Newman	Costs for Instructional Staff to Attend PD	P&T Seminars and Training	1,734.00		1,734.00
0001.3250.040.25.2210.090.99.520.030.5730.300.06	Newman	Newman	School Leadership - Bldg Principals	Dues and Membership	178.00		178.00
0001.3250.040.25.2210.090.99.520.030.5780.300.06	Newman	Newman	School Leadership - Bldg Principals	All Other Expenses	752.60		752.60
0001.3250.040.25.2455.090.99.520.030.5305.300.04	Newman	Newman	Instructional Software and Licenses	P&T Software Lic	2109.95		2,109.95
0001.3250.005.25.2358.090.99.520.030.5720.300.06	Newman	Newman	Costs for Instructional Staff to Attend PD	Out-of-State Travel		2500.00	(2,500.00)
0001.3250.005.25.2358.090.99.520.030.5780.300.06	Newman	Newman	Costs for Instructional Staff to Attend PD	All Other Expenses		2467.28	(2,467.28)
0001.3520.040.10.3200.099.99.520.030.5380.300.04	Health/Nursing	District	Medical and Health Services	Other Purchased Services	295.00		295.00
0001.3520.040.10.3200.099.99.520.030.5305.300.04	Health/Nursing	District	Medical and Health Services	P&T Software Lic	906.77		906.77
0001.3520.040.22.3200.099.99.520.030.5380.300.04	Health/Nursing	Eliot	Medical and Health Services	Other Purchased Services	109.90		109.90
0001.3520.040.23.3200.099.99.520.030.5500.300.05	Health/Nursing	Williams	Medical and Health Services	Medical & Surgical Supplies	281.35		281.35
0001.3520.040.30.3200.099.99.520.030.5380.300.04	Health/Nursing	Pollard	Medical and Health Services	Other Purchased Services	0.90		0.90
0001.3520.040.40.3200.099.99.520.030.5380.300.04	Health/Nursing	NHS	Medical and Health Services	Other Purchased Services	2.90		2.90
0001.3520.040.10.2356.099.99.520.030.5780.300.06	Health/Nursing	District	Costs for Instructional Staff to Attend PD	All Other Expenses		613.00	(613.00)
0001.3520.040.10.2356.099.99.520.030.5710.300.06	Health/Nursing	District	Costs for Instructional Staff to Attend PD	In-State Travel		439.78	(439.78)
0001.3520.040.10.3200.099.99.520.030.5257.300.04	Health/Nursing	District	Medical and Health Services	R & M EQUIP	245.00		(245.00)
0001.3520.040.10.3200.099.99.520.030.5420.300.05	Health/Nursing	District	Medical and Health Services	Office Supplies	112.25		(112.25)
0001.3520.040.10.3200.099.99.520.030.5710.300.06	Health/Nursing	District	Medical and Health Services	In-State Travel		186.79	(186.79)
0001.3300.005.30.2356.099.99.520.030.5303.300.04	Pollard	Pollard	Costs for Instructional Staff to Attend PD	P&T Seminars and Training	8,500.00		8,500.00
0001.3300.005.30.2358.099.99.520.030.5710.300.06	Pollard	Pollard	Costs for Instructional Staff to Attend PD	In-State Travel	500.00		500.00
0001.3300.005.30.2358.099.99.520.030.5730.300.06	Pollard	Pollard	Costs for Instructional Staff to Attend PD	Dues and Membership	1,705.96		1,705.96
0001.3300.005.30.2440.099.99.520.030.5345.300.04	Pollard	Pollard	Other Instructional Services	Printing & Mailing	150.00		150.00
0001.3300.005.30.2452.099.99.520.030.5525.300.05	Pollard	Pollard	Intructional Hdwre Staff Devices	Instructional Technology	439.06		439.06
0001.3300.040.30.2210.090.99.520.030.5730.300.06	Pollard	Pollard	School Leadership - Bldg Principals	Dues and Membership	773.50		773.50
0001.3300.040.30.2210.099.99.520.030.5420.300.05	Pollard	Pollard	School Leadership - Bldg Principals	Office Supplies	855.26		855.26
0001.3300.040.30.2210.099.99.520.030.5780.300.06	Pollard	Pollard	School Leadership - Bldg Principals	All Other Expenses	1,288.32		1,288.32
0001.3300.040.30.2455.099.99.520.030.5305.300.04	Pollard	Pollard	Instructional Software and Licenses	P&T Software Lic	19,138.92		19,138.92
0001.3300.005.30.2430.099.99.520.030.5510.300.05	Pollard	Pollard	General Supplies	Educational Supplies		16,581.11	(16,581.11)
0001.3300.005.30.2440.099.99.520.030.5380.300.04	Pollard	Pollard	Other Instructional Services	Other Purchased Services		12,131.00	(12,131.00)
0001.3300.005.30.2415.099.99.520.030.5512.300.05	Pollard	Pollard	Other Instructional Materials	Other Instructional Material		4,638.91	(4,638.91)
							-
					<b>41,775.12</b>	<b>41,775.12</b>	-
					<b>41,775.12</b>	<b>41,775.12</b>	-

## NEEDHAM SCHOOL COMMITTEE

Agenda Item #: \_\_\_\_\_

Date: May 12, 2020

**Item Title:** **Approve FY 2019/20 Grants**

**Item Description:** The School Department has received \$81,318 in CARES Act Emergency Relief Funds. These funds will be available to the district immediately, through June, 2022. These funds can be used to bridge budget gaps caused by COVID-19, as well as to provide supplemental services, such as summer instruction. The additional funds are highlighted in yellow.

Federal, State & Local Grants:	AWARD FY19	ACCEPT'D FY19	AWARD FY20	\$ INC/(DEC) OVR FY19	REVISED FY20	\$ INC/(DEC) OVR FY19	\$ INC/(DEC) OVR FY20 Orig
<u>Federal Grants</u>							
Title IIA/ Improving Educator Quality/ 140	65,608	65,111	68,286	3,175	68,848	3,737	562
Title I Part A/ 305	98,264	98,197	123,415	25,218	123,778	25,581	363
Title III Part A/ English Language Acquisition/180	23,526	23,526	22,388	(1,138)			
Title III/ English Language Acquisition (Supplemental)/184	-	-	-	-			
Title IVA Part A/ Student Support & Academic Enrichment / 309	7,638	7,638	10,000	2,362			
LEAP Incentive Grant	-	-	-	-			
SPED Program Improvement/ 274	-	-	-	-			
SPED Early Childhood/ 262	35,390	35,254	36,342	1,088			
SPED Early Childhood Program Improvement/298	-	-	-	-			
SPED Entitlement/240 (94-142)	1,304,678	1,304,678	1,325,380	20,702	1,330,637	25,959	5,257
CARES Act: Elementary & Secondary Emergency Relief Funds (ESSER)	-	-	81,318	81,318			
<u>State Grants:</u>							
Academic Support/632 (MCAS Tutoring)	-	-	-	-			
Essential School Health	115,899	115,899	100,000	(15,899)			
METCO/ 317	1,088,335	1,088,335	1,102,685	14,350	1,197,675	109,340	94,990
METCO Supplemental			92,389	92,389			
Special Education Circuit Breaker *	1,540,049	1,540,049	1,587,130	47,081			
<u>Local Grants:</u>							
NEF Fall Grants	67,553	67,553	50,102	(17,451)			
NEF Winter Grants	28,992	28,992	34,296	5,304			
NEF Spring Grants	31,345	31,345	TBD	TBD			
Beth Israel Deaconess Life Skills		-	3,000	3,000			

Circuit Breaker Reimbursement %s: FY19 Final 74.4%, FY20 Budget 72%; FY20 Actual 75%

**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

**Recommendation/Options:** That the School Committee approves the receipt and acceptance of the additional FY20 grant funds totaling \$81,318.

**School Committee:            CONSENT**

Respectfully Submitted,

*Anne Gulati*

Assistant Superintendent for Finance & Operations

# NEEDHAM SCHOOL COMMITTEE

Agenda Item#: \_\_\_\_\_

Date: May 19, 2020

**Item Title:** Approve School Department Donations

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

	Value:
• The American Heart Association, Dallas TX, donation to support the Physical Education Department	\$800.00
• Mr. Alfred Vigil, Framingham MA, donation to Needham Community Education in memory of Mark Mayers	\$50.00
• Chipolte Restaurant, Newton MA, fundraising support to benefit Class of 2022	\$124.76
• Stacy Madison of Stacy's Juice Bar, Needham MA fundraising support to benefit NHS Save a Childs Heart Club	\$100.00
• Wells Fargo, Your Cause, Plano TX, donation to benefit Pollard Middle School	\$50.00
• Box Tops for Education, Clara City MN donation to benefit Eliot School	\$40.30
• Box Tops for Education Clara City MN donation to benefit Newman School	\$117.50
• Proceeds from a Bake Sale to benefit NHS Jimmy Fund Club	\$100.00
• Proceeds from a Bake Sale to benefit NHS Amnesty International Club	\$127.00
• Proceeds from a Bake Sale to benefit NHS Culinary Arts & Pastry Club	\$164.00
• Proceeds from a Bake Sale to benefit NHS Know a Language, Share a Language Club	\$44.00
• Proceeds from a Bake Sale to benefit NHS KIVA Club	\$104.00
• Proceeds from a Bake Sale to benefit NHS March for our Lives Club	\$60.00
• Proceeds from a Water Bottle Sale to benefit Class of 2022	\$40.00
• Proceeds from a Bake Sale to benefit NHS Ping Pong Club	\$118.50
• NHS Student Council donation to support the NHS Science Club	\$300.00
• NHS Student Council donation to support the NHS Culinary Arts & Pastry Club	\$300.00
• Proceeds from Bake Sale to benefit NHS	\$2.50
• Commissions from Teachers Room Vending Machine to benefit Pollard Middle School	\$53.45
<b>COVID-19 RELATED DONATIONS</b>	
• Judith Stewart, Needham Congregational Church donation of Rent Reduction	\$3,200.82
• Mr. Tim Hannon, Roche Brothers, Needham MA, for donation of 900 bags towards meal distribution during Covid-19	\$162.00
• Mr. Nate Bellinger, Trader Joe's Needham MA, for donations of 250 bags towards meal distribution during Covid-19	\$45.00
• Mr. Chris Walsh, Sudbury Farms, Needham MA, for donations of 2,100 bags towards meal distribution during Covid-19	\$378.00

**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

May 19, 2020

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Agenda Item:     **Discussion**

### **Special Education Parent Advisory Council (SEPAC) Update**

Background Information:

- The Special Education Parent Advisory Council Co-Chairs will provide the Committee with an update on remote learning during the school closure as a response to the COVID-19 health emergency.

Person Available for Presentation:

Ms. Christianne Bayliss, SEPAC Co-Chair  
Ms. Jenn Scheck-Kahn, SEPAC Co-Chair





## Needham School Committee

May 19, 2020

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Agenda Item:     **Discussion**

**Response to COVID-19 Health Emergency: School Updates**

Background Information:

- The Superintendent will provide updates and information relative to the school closure.

Person Available for Presentation:

Dr. Daniel Gutekanst, Superintendent of Schools



## Needham School Committee

May 19, 2020

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Agenda Item:     **Action**

**Appoint the Superintendent as School Committee Representative to the  
ACCEPT Education Collaborative Board of Directors**

Action recommended:

Upon recommendation of the Chair, that the School Committee appoints Superintendent Gutekanst as the School Committee Representative to the ACCEPT Education Collaborative Board of Directors for the 2020-21 school year effective July 1, 2020.



## Needham School Committee

May 19, 2020

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Agenda Item:     **Action**

**Approve Needham Education Foundation FY20 Spring Grants**

Action recommended:

Upon recommendation of the Superintendent, that the School Committee accepts with gratitude the FY20 spring grant awards from the Needham Education Foundation in the amount of \$22,301.



## Needham School Committee

May 19, 2020

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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:

Andrea Longo Carter, Chair

Connie Barr, Vice-Chair

Heidi Black

Michael Greis

Susan Neckes

Aaron Pressman

Matthew Spengler

Aidan Michelow, Student Representative member of School Committee



## Needham School Committee

May 19, 2020

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Agenda Item:     **Information Item**

Eliot School Improvement Plan



# John Eliot School

**School Improvement Plan**  
2018 - 2021

**2020 UPDATE**

**Submitted By:**

The Eliot Staff

**Reviewed by School Council**

Karen Bourn, Principal  
Stephanie Calvo, Teacher  
Betsy Maxwell, Teacher  
Melyssa Taylor, Parent  
Brian Weekes, Parent



## Overview

John Eliot is a K-5 elementary school that is home to 415 students and 75 staff members which include, specialists, teachers and various support personnel. The population of students at Eliot School includes a wide variety of learning styles and abilities including specialized programming in the Language Based Classroom. Eliot is also home to an increasing ELL student population.

### **Eliot Prides itself in its diversity!**

Eliot families are from all around the world. Here is a sample...

Thailand  
Colombia  
Germany  
Honduras  
Guatemala  
Brazil  
Sudan  
Italy



China  
Ukraine  
Latvia  
Greece  
India  
Armenia  
Russia  
Ireland

## The Process

The Eliot School Improvement Plan sets the goals and action steps for the next three school years. This plan is closely linked to the previous school improvement plan and several of the following action steps are a continuation of earlier efforts. Input for the formation of this plan was provided by teachers and staff, Eliot school council, the Teacher Leadership team, and Eliot families.

This year, the school council focused their efforts on comparing the current plan with the Portrait of a Needham Graduate competencies. The following document uses a new format which highlights how our current goals fit the strategic priorities.

## **NEEDHAM STRATEGIC PRIORITIES:**

### **1. All Students Are Drivers of Their Own Learning**

*1A) Incorporate opportunities for student choice, independent learning, & personalized pathways*

*1B) Provide structures & experiences that enable student efficacy, leadership, and voice*

*1C) Teach students the content & skills necessary for them to grow personally and academically.*

### **2. All Students Experience Integrative Teaching & Learning**

*2A) Extend interdisciplinary teaching and learning practices Pre-K to 12*

*2B) Embed Portrait Competencies, Technology, Inclusive Practices, SEL, and Equity into all curricula and instructional practices*

*2C) Provide opportunities for students to demonstrate knowledge and skills through multiple means of expression.*

### **3. All Students Learn & Grow Within Adaptable Environments**

*3A) Support and design classroom models and environments that foster collaboration & innovation*

*3B) Provide time, schedules, and spaces that promote learning objectives*

*3C) Complement instruction with accessible learning beyond the classroom, within the community, and in partnership with families.*

### **4. Infrastructure Supports Needs of All Students**

*4A) Provide staffing, facilities, and budget resources aligned to district priorities*

*4B) Implement a recruitment, retention, and development process for staff growth and diversity*

*4C) Establish a professional learning structure supporting equity and the Portrait vision.*



Goals	Strategic Priority	Strategies Employed/ Action Steps	Person(s) Responsible	Impact on Students/ Ways to Measure Success	Timeline
<p><b>Create confident mathematicians who possess a curiosity of how math is embedded in the world around us.</b></p>	<p><b>1A, 1C 2A, 2C 3A, 3C</b></p>	<ol style="list-style-type: none"> <li>1. Provide more resources and support to staff and students through a coaching model to enhance targeted instruction and collaborative learning.</li> <li>2. Continue the use of the revised Data team model to help teachers analyze student data and make long range plans for instruction.</li> <li>3. Provide Professional Development on MA content and practice standards.</li> <li>4. Create a Math Night for families, to educate the Eliot community on our teaching practices and provide materials and information to support math instruction at home.</li> <li>5. Collect resources for Math extensions for students that have met and exceed the standard.</li> <li>6. Research and implement best practices for acquisition of math facts to increase fluency, dialogue and problem solving skills.</li> <li>7. Apply the ST math program to all grades as part of regular math instruction</li> <li>8. Staff will participate in intensive math training with Lesley University to enhance the math workshop model and overall math instruction</li> </ol>	<p>Building Principal, Math coach</p>	<p><b>All staff have participated in a coaching cycle with the math specialist in either individual cycles or during collaboration</b></p> <p><b>Staff participated in a session on Math Equity in January and we had planned a session with Lesley in the early spring prior to the closure</b></p> <p><b>We had anticipated an increase in MCAS scores after a school wide focus on math instruction</b></p> <p><b>ST Math has increased student engagement on math in the classroom for special education and ELL students</b></p> <p><b>Star Math scores showed a significant improvement from Fall to Winter scores. We had anticipated continued growth in the Spring assessment period.</b></p>	<p>1. Met</p> <p>2. Met</p> <p>3. Met</p> <p>4. January 2020</p> <p>5. Met</p> <p>6. Met</p> <p>7. August 2020</p> <p>8. Ongoing</p>

<p><b>Develop lifelong readers and writers who can engage in deep discussions about literacy, and can communicate clearly and effectively in both spoken and written form.</b></p>	<p><b>1A, 1C 2A, 2C 3A, 3C</b></p>	<ol style="list-style-type: none"> <li>1. Continue Data Team Meetings with all classroom teachers and Specialists to analyze student data and create long term plans for instruction.</li> <li>2. Educate the Eliot community about best practices to be used at home in order to develop enthusiastic readers and writers.</li> <li>3. Calibrate the use of the new Fountas &amp; Pinnell reading assessments through teacher training.</li> <li>4. Research and implement supplemental literacy assessments for future application.</li> <li>5. Continue to deepen our knowledge of best practices in reading and writing instruction through the use of TCRWP (Teachers College Reading and Writing project) units of study for consistent implementation.</li> <li>6. Research and present best practices for vocabulary and word study instruction for future implementation</li> <li>7. Staff participation in training on special education and literacy through Landmark training</li> </ol>	<p>Principal, Literacy Coaches</p>	<p><b>Most staff have participated in a Data meeting and literacy instruction cycle.</b></p> <p><b>Staff are more familiar with the literacy assessment tool. There is more consistency in scoring.</b></p> <p><b>Literacy specialist and special educators are assessing at risk children using the PAST (Phonological Awareness Screening Test)</b></p> <p><b>We had anticipated increased MCAS assessment scores based on work with individual teachers in coaching cycles.</b></p> <p><b>Grade 3 teachers are using the Foundations and Patterns of Power program to help strengthen word study skills</b></p>	<p>1. Met</p> <p>2. June 2021</p> <p>3. Met</p> <p>4. Ongoing</p> <p>5. TBA</p> <p>6. June 2021</p> <p>7. Met</p>
<p><b>Provide self-management skills to alleviate student stress and anxiety and teach students how to positively interact with others.</b></p>	<p><b>1C, 2B 3A,3B 4C</b></p>	<ol style="list-style-type: none"> <li>1. Provide workshops to train staff on coping skills with students and de-escalation strategies.</li> <li>2. Provide alternative recess activities for students who choose to play in a smaller</li> </ol>	<p>Guidance counselors , Principal, Assistant Principals, SEL Committee</p>	<p><b>There has been a decrease in office referrals for student behavior.</b></p> <p><b>The CARE team process has been revised to help staff</b></p>	<p>1. Ongoing Safety care training</p> <p>2. Met</p>

		<p>setting.</p> <ol style="list-style-type: none"> <li>Enhance the CARE team process to provide teacher and student support for kids with skill deficits in social emotional knowledge.</li> <li>Continue to enhance EAGLES nest lessons to help students with social emotional learning.</li> <li>Establish SEL scope and sequence for Eliot staff and Steps to Respect and Second Step curriculums with a focus on resilience, stamina and anti-bullying for all students.</li> <li>Create age-appropriate school rules for a successful Eliot student.</li> </ol>		<p><b>and families create strategies for students with social emotional skill deficits</b></p>	<p>3.Ongoing</p> <p>4.Met</p> <p>5.Met</p> <p>6.Fall 2020</p>
<p><b><i>Continue to embrace Eliot's unique culturally diverse community and make every member feel welcomed and essential.</i></b></p>	<p>2B 3C 4B, 4C</p>	<ol style="list-style-type: none"> <li>With the help of the PTC, organize a School wide focus on a specific culture that represents students at Eliot school.</li> <li>Continue to enhance the Multicultural Night PTC event to celebrate our diverse community.</li> <li>Provide Professional Development on Cultural Proficiency to enhance cultural competency and promote equity.</li> <li>Develop classroom libraries with culturally proficient representations of different cultures, races and family structures.</li> </ol>	<p>Principal, Asst. Principal Staff, PTC</p>	<p><b>Eliot staff participated in three sessions on Culturally Responsive Teaching and the Brain. Staff placed their efforts on making connections with students and families to create a more inclusive environment and provide access for all students</b></p>	<p>1.June 2021</p> <p>2.Met</p> <p>3.Ongoing</p> <p>4.June 2021</p>

<p><b>Build student leaders who can act as role models and provide input on how to make Eliot School a joyous place for all children.</b></p>	<p><b>1A, 1B, 1C</b> <b>2C</b> <b>3A</b></p>	<ol style="list-style-type: none"> <li>1. Train 5th grade leaders to help with students at arrival, dismissal and with younger students.</li> <li>2. Enhance student council to develop a shared school wide effort of community service.</li> <li>3. Create opportunities for student feedback which allow students to contribute to their school community.</li> </ol>	<p>Assistant Principal, Community service coordinator</p>	<p><b>5th graders are engaged in multiple leadership roles such as, supporting younger students with literacy practice, participating in the hiring of the new Assistant Principal and Safety Patrol</b></p>	<p>1. Met  2. June 2021  3. June 2021</p>
<p><b>Create a partnership with families based on trust, strong communication and collaboration.</b></p>	<p><b>3C</b></p>	<ol style="list-style-type: none"> <li>1. Develop and enhance weekly bulletins for families from the principal to more specific information about school events.</li> <li>2. Assess modes of communication with families school-wide to create a consistent approach.</li> <li>3. Enhance Curriculum Night to allow families to meet more staff members and have a clear understanding of grade level expectations and practices.</li> <li>4. Assess homework policy and implementation at all grade levels.</li> <li>5. Provide community events over the summer of 2020 to meet incoming Kindergarten families</li> </ol>	<p>Principal, Asst. Principal Eliot staff, PTC</p>	<p><b>Kindergarten and First grade students exhibited less separation difficulties at the start of the year due to the presence of staff in their communities over the summer</b></p>	<p>1. Met  2. Ongoing  3. Met  4. Ongoing  5. Ongoing</p>
<p><b>Create a safe environment for students and staff.</b></p>	<p><b>2B</b> <b>4A, 4B,</b> <b>4C</b></p>	<ol style="list-style-type: none"> <li>1. Continue ALICE education and drills</li> <li>2. Enhance instant communication between the office staff through walkie talkies.</li> <li>3. Make arrival and dismissal more efficient for families and students.</li> </ol>	<p>Principal, Asst. Principal</p>		<p>1. Met  2. Met  3. Met</p>

Eliot School fosters a love of learning in a community where everyone matters

*Eliot School fomenta el amor por el aprendizaje en una comunidad donde todo el mundo importa*

Eliot School promove o amor pela aprendizagem em uma comunidade onde todos são importantes

Школа Элиот прививает любовь к знаниям, создавая общество, где высока ценность каждой личности

Ο Έλιот αγκαλιάζει την αγάπη για μάθηση σε μία κοινότητα που όλοι έχουν σημασία

艾略特学校, 重视社区里的每一个人, 致力培养学生热爱学习的精神。

בית ספר אליוט מטפח אהבת למידה בקהילה שבה כולם חשובים

Eliot Multicultural Night 2020

