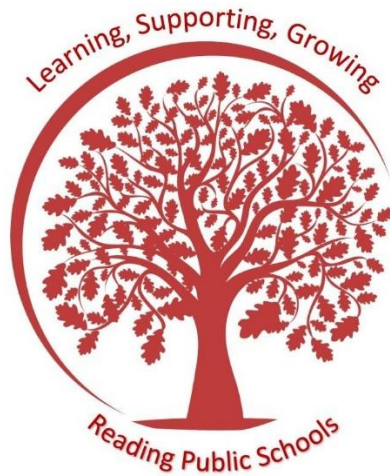


Reading Public Schools
School Committee Meeting Packet
May 9, 2022



Open Session 7:00p.m.

RMHS Schettini Library



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

School Committee

Date: 2022-05-09

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Agenda:

Purpose: Open Session

Meeting Called By: Thomas Wise, Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

7:00 p.m.	A.	Call to Order
7:00 p.m.	B.	Public Comment Consent Agenda <ol style="list-style-type: none"> 1. Minutes (04-14-2022) 2. Minutes (04-28-2022) 3. Library Book Donation 4. Friends of Reading Wrestling Donation 5. Drama Club Donation 6. White Board Donation 7. METCO Program Donation 8. Nature's Classroom Field Trip Proposal 9. Equipment Surplus Reports <ol style="list-style-type: none"> 1. Student 2. Assistant Superintendent of Student Services 3. Assistant Superintendent of Learning & Teaching 4. Director of Finance and Operations 5. Superintendent 6. Liaison/Sub-Committee
7:15 p.m.	D.	Old Business <ol style="list-style-type: none"> 1. School Choice Grade & School Open Seat Projections 2. Literacy Update Pre-RAAC Meeting
8:00 p.m.	E.	New Business <ol style="list-style-type: none"> 1. District Improvement Plan Update
8:20 p.m.	C.	Personnel <ol style="list-style-type: none"> 1. Superintendent Evaluation - Process, Progress, & Data Review

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.

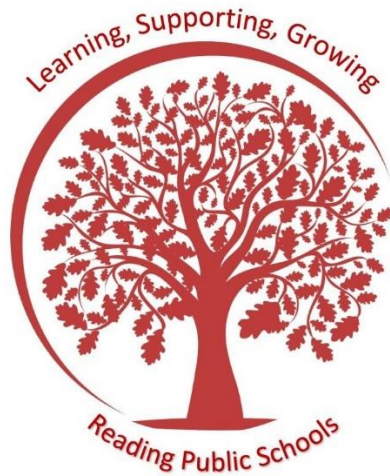


Town of Reading Meeting Posting with Agenda

9:00 p.m.	E.	New Business 1. Policy JICH and Procedure JICH-R Update Review & Approval 2. School Committee Letter to Support \$25K Earmark for Robotics Program
	F.	Information / Correspondence 1. Email From Jennifer Flynn – RE: MSBA/Reading: J. Warren Killam Elementary School Eligibility Period Deliverable – Educational Profile Questionnaire 2. North Shore Education Consortium Approved Budget FY23
10:00 p.m.		Adjourn

**Times are approximate

Reading Public Schools
School Committee Meeting Packet
May 9, 2022



Consent Agenda



Town of Reading Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

School Committee

Date: 2022-04-14

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Session: Open Session

Purpose: Open Session

Version: Draft

Attendees: **Members - Present:**

Shawn Brandt , Erin Gaffen, Carla Nazzaro, Sarah McLaughlin, Chuck Robinson, and Tom Wise

Members – Not Present:

Others Present:

Superintendent Tom Milaschewski, Assistant Superintendent of Learning and Teaching Sarah Hardy, Assitant Superintendent of Student Services Jen Stys, Director of Finance & Operations Susan Bottan, and Director of Student Services Allison Wright.

Minutes Respectfully Submitted By: Denise Santoro on behalf of the Chair

Topics of Discussion:

A. Call to Order

Chair Wise called open session to order at 7:00 p.m. and reviewed the agenda.

B. Move to take out of order item E1, Presentation & Approval of Reading Education Foundation Grant.

Mr. Brandt moved, second by Mr. Robinson to approve taking item E1 out of order. The vote carried 6-0.

A brief presentation of a check for \$23,809 was made by board members of the Reading Education Foundation based on teacher-initiated grant requests.

Mr. Brandt moved, second by Ms. Nazaro to the motion to accept a check for \$23,809 from the Reading Education Foundation Grant. The vote carried 6-0.

C. Old Business

Mr. Brandt moved, second by Ms. Nazzaro to take out of order item D1, RMHS Track Naming Nomination. The vote carried 6-0.

Mr. Wise stated that he laid out the policy and started the discussion referring to letters from the community referencing the nomination of veteran Hal Croft.

Mr. Robinson and Ms. Nazzaro spoke in support of the motion of naming the track after Mr. Hal Croft and shared some personal stories about his dedication as a coach. Mr. Wise summarized as well, his full support of this naming nomination.

Mr. Brandt moved, second by Ms. Gaffen to accept the motion to RMHS Track Naming Nomination. The vote carried 6-0.

Mr. Wise reviewed members and the charter of this policy. Mr. Wise reviewed the multi-step process. Mr. Wise suggested these roles for members of the committee: One member of the school committee, Mr. Tracey, RMHS Principal, a Reading staff person, select board member, local business leader, student representative, and a historical commission member.

Mr. Brandt stated it is better to keep this simple and efficient. Mr. Robinson offered to be on this Advisor Committee and would be honored to be on it.

Ms. Gaffen agreed that it is very straightforward and should not be complicated.

Mr. Brandt moved, second by Ms. Nazzaro to create the RMHS Track Renaming Advisory Committee as outlined in the memo. The vote carried 6-0.

Mr. Brandt moved, second by Ms. McLaughlin to appoint Mr. Robinson to the RMHS Track Renaming Advisory Committee. The vote carried 6-0.

Mr. Brand moved, second by Mr. Robinson to take out of order item D2, 2022-23 Kindergarten Enrollment Final Update. The vote carried 6-0.

Ms. Botton referred to handout in the packet of a narrative summary of the kindergarten registrations. To date we received 230 kindergarten registrations: 218 full day registrations and twelve half day registrations. The projections were 250 with 216 for full day and 34 for half day. There have been 22 students register for half day kindergarten to date which is under projection. There has been a number of outreach activities to find those students. There have been 39 additional registrations since the last school committee meeting. During May will be our kindergarten screenings as well.

With respect to Half Day Kindergarten, Joshua Eaton has 3 students registered and Killam has 9. The recommendation is for the school committee is to work with the three families and close the JE classroom.

Ms. Gaffen asked if we put out surveys to understand the numbers. Mr. Wise noted that there are 28 students still out there per the census that we don't know what their plans are. Mr. Wise thanked the district leaders for the care and compassion they put into this outreach and decision. Dr. Milaschewski wanted to note that there will not be a reduction in staff due to this consolidation. Mr. Wise asked that we think in terms of district wide opposed to school wide as to allocating that staff. He also cautioned about the perception as we work to build the Killam school and the need for additional space. Mr. Robinson asked about the space in Joshua Eaton and the District leaders will work with Principal Shelburne on this space. Ms. Gaffen noted that the small class sizes are of a benefit to the incoming kindergarteners.

Ms. Botton noted that a consultant has been hired to complete a demographic study and projected enrollment which will feed into decisions regarding staffing.

D. Public Comment

Mr. William Brown (Martin Road) shared his comments regarding an incident during this spring regarding a letter directed at him regarding his comments at a town meeting. He

felt the comment was taken out of context and portrayed him in a negative manner. He stated he was upset in particular with two school committee members.

E. Consent Agenda

Mr. Brandt moved, second by Mr. Robinson to approve the consent agenda. The vote carried 6-0.

F. Reports

Dr. Jen Stys

In April DESE is beginning to release new IEP documents; they are engaging in an IEP improvement process. The rollout is not until 23-24.

Thank you to those who participated in Reading's Arts Fest. Our Reading in Reading subcommittee did a great job with the scavenger hunt and as well the Wood End students who made bookmarks with reading facts on them. Thank you also to the member from the Reading Public Library and the joint subcommittee as well as members from the Reading Public

Our joint labor committee for workload and special education committee met today. There will be updates in the future.

Dr. Sarah Hardy

April vacation academy is like February's academy. The resounding theme which we heard from families is to have more social emotional and executive functioning organization skills support. An executive functioning skills session has been added to the high school. Expanded middle school sessions, math, and executive functioning sessions as well. This is aimed at helping to organize for assignments and writing in the middle school setting. 94 students enrolled and there were 120 students enrolled in February. At the elementary level, social emotional, literacy and math are embedded into each day. Third grade is set up a little different than fourth and fifth.

Dr. Milaschewski

A new principal for Wood End was chosen. Nicole Schwartz was chosen after a one and a half month was completed. The screening committee was assembled and sixteen resumes were screened. There were nine or ten interviews moving 2 finalists forward. The committee was struck by Ms. Schwartz's vision and great track record and was well versed in social emotional supports in elementary and has vision to move the school forward. Nicole met with the staff and families and everyone is very excited to welcome her. A big thank you to all those who participated in the process.

Artsfest – This was Dr. Milaschewski first Artsfest with Reading, and it far exceeded his expectations. The talent on display was tremendous and brought our halls alive. A huge thank you to Dr. David Mosher for putting this together. It was great to see our whole community out to enjoy this evening and a huge thank you to the staff who helped to put this together. It was unique and special to have our first live Artsfest since 2019 due to the pandemic.

Mr. Brandt

At the RAAC we discussed Birch Meadow and the community survey. May 11th is the next meeting, and it will be reviewed and will finalize the survey and get it out into the community. On the agenda will also be space to vote on time sensitive topics.

Ms. Nazzaro

Board of Library Trustees meeting- Internet access and financial update occurred.

The Bylaw committee met on the 12th and on Tuesday, they will bring the modification for electronic vote for town meeting.

Mr. Robinson

The recreation committee met with the RAAC to pitch the Birch Meadow project on Tuesday night.

The coalition meeting last week and was primarily updates on things they are doing and the project they are doing at the police station to build out. The interface is back and has been since the beginning of February. It has only been down for a short time.

On May 3rd at the Winchester HS media center, there is a presentation “Evening with Harry Cunnane” It is about his struggles and recovery with addiction. Harry’s mother was a congressman from Pennsylvania and the family kept his illness hidden.

Ms. Gaffen –

The Policy subcommittee met on April 1st, to discuss JICH and JICHR which is alcohol, tobacco and drug use by students prohibited. Policy is now ready to be reviewed by the full committee. The subcommittee will be meeting in May.

SEPAC movie night- “This is Not about Me”. This is a very powerful movie and the SEPAC felt it would be a great movie to share with staff. This is a movie about a woman with Autism who is nonverbal and has a lot of strong messages.

Ms. McLaughlin

The permanent building committee met earlier this month. The contract for the Turf 1 and Track was awarded to Argus construction and construction will start tomorrow and be finished by August 15th.

Killam building project – Bylaws and requirements were discussed. The school building committee must be created by July 31st.

Mr. Wise

Joe and Kevin filled out Killam application for the PBC. It needs to be signed application needs to be signed and sent back. The next meeting is scheduled for April. The updated calendar did not get in the packet but there will be more dates for the next meeting which will make it a hefty meeting.

G. New Business

Official last day of school for 21-22 school year.

The district had 2 snow days, Last day is a half day – June 21st. which is a Tuesday. Monday is no school for Juneteenth. District Leaders looked at options to get creative and decided to keep the Tuesday as the last day and it is a half day.

Mr. Brandt moved, second by Ms. McLaughlin to approve June 21st as the last day of school. The vote carried 6-0.

Literacy Update:

- Goal: All students will be grade-level readers

Literacy has been a priority of focus for us. RPS ensure that all students are prepared. New understanding of literacy practices. There is new understanding of literacy instruction (not new research) that has been available. This has now at the forefront of education. According to the EdReports, the curriculum we are using is not sufficient for our students with highest needs. Given this information, there is an urgent need for a focus in this area. In addition, the following points were considered:

- Heard from staff that methods are cumbersome and clunky in a time when teaching is difficult and burnout is at an all-time high
- The needs of our students have never been higher
- The ideal process was to explore literacy programs over the next year.
- We then received the Accelerating Literacy Grant for \$200,000 which speeded up this process. The grant must be used by June 2022. It is not ideal with the timeline but still an opportunity that we didn't want to lose.
- Pair this with additional ARPA funding which presents us the opportunity to purchase curriculum and provide the supports to our staff.
- This is aligned with the work that Reading in Reading has been doing.

Reviewed what the new curriculum is including: tools & resources, standards based, pacing, assessment, instructional methodology.

Literacy Leadership Team LLT

- Goals: common understanding and base about literacy
- Review and explore literacy programs.
- Reviewed composition of literacy team, evaluating and selection process.
- Reviewing grant parameters is one of the groups purposes. Looked into programs that had the top marks in ratings.

Discussed different steps of the literacy program exploration using 5 criteria. Dr. Hardy then discussed the Implementation Plan Development outlining four steps. A key piece is the professional development. It is not just the tool but the instructional strategies in using the tools. The timeline was then discussed. Materials must be received by June 30th and ordered by June 1st. The quote is due to DESE by ay 23rd. May 11th is the ARPA Funds meeting date.

Mr. Robinson inquired about the funding aspect- how much is completed by the grant? Dr. M estimates that we will need additional funding to purchase for other school levels. There will be additional funding needed to support the curriculum development. May 11th the projected costs will be presented.

Mr. Brandt inquired about the benefits of one program vs. another program. Dr. Hardy stated that we are looking for a program that matches the needs of what our district needs. Dr. Hardy states the success of the new program is heavily involved in how we implement it.

Ms. McLaughlin asked about the curriculum looking ahead to the middle school.

Ms. Gaffen stated she is struggling with that we can only be sufficient for three grades. Should this be a two-year implementation to cover grades 1-5? Dr. Hardy also stated that we are in the middle of the math adoption. Year two can be tricky in the implementation. Heggerty trainings are also happening to provide staff with professional development to support them for the K-2 grades.

Mr. Wise- Is there anything specific that we are doing that will target students that were in 1-3 grade during this pandemic that haven't acquired skills needed during that time? Dr. Hardy replied that we targeted 3rd grade and above for vacation academy, but we are still examining data regarding groups that were most impacted. Benchmark data showed that higher grades were affected more. Additionally, Dr. Stys stated that we have been discussing PD to support the foundational knowledge. All are free to the staff. We are looking at it as a multi-tiered approach.

Mr. Wise asked about summer training. Dr. Hardy feels that it should be offered during contractual time if it is going to be consistent across the district. Dr. Stys brought up that new teacher induction now includes core components of foundational reading.

Ms. Gaffen inquired about the plan of adopting a brand-new curriculum with 2 days preparation prior to school starting. Dr. Hardy explained different professional development models which using coaching models which would support staff learning. Dr. Hardy stated that the new curriculum will address the deficits which we have. Dr. Milaschewski- LLT has been addressing some of these issues. There are other options that we can use during the year as well to take advantage of PD opportunities. The 200,000 will cover 3 grade levels and we are looking at outlining what we will need for extra funding we will need.

Mr. Brandt inquired about what programs will compensate for some of the deficits we are seeing now. Dr. Hardy explained that we are looking for the best program to fit all of our needs as well as getting staff to adapt to the new program and implement it using a new lense. This will be heavily involved in how we implement.

Ms. McLaughlin brought up the assessment part of the curriculum as well and is looking ahead to what the program, we offer, has for the middle school level. Dr. Hardy shared that all of the programs have different benchmark assessment that are offered. We have looked at the next Literacy team being at the middle school level.

Ms. Gaffen- appreciates the time in exploring this grant. Acknowledged the fast pace of this and struggled that we can only fund three grades with this grant.

8-minute recess

8:50 School Committee Meeting called to Order

School Choice Program

Ms. Susan Bottan presented with several slides.

- Explained the School Choice Program. Every school community must opt out of school Choice by June 1st. Every community is automatically enrolled until they opt out.
- Discussed Financial Implications of the School Choice Program and discussed the fit of Reading for the School Choice Program.
- Recommendations were made for next steps.

Ms. McLaughlin asked for clarification of Special Education costs. She also asked about the lottery process and rates for kindergarten.

Mr. Robinson asked about the reimbursement of the \$5,000 per student that it could be used for anything. He also asked about the community that the student comes from and how their funding is managed. Ms. Bottan shared that it is managed by DESE.

Dr. Milaschewski shared that we have eleven students from RPS attending other school districts through School Choice.

Ms. Gaffen asked about staff's students, but they would need to participate in the application process.

Ms. Nazzaro stated that she likes that it could be used to create consistency and tamp down the bubble effect of student population.

Mr. Wise stated that this could help fill the gap of full day kindergarten tuitions that are in a deficit. He stated he was concerned about the perception of the program and the Killam plan and the need for space.

Dr. Milaschewski stated that there are small pockets of the bubble in different grades. Mr. Brandt pointed out that bubble classes often are fluent because one class needs teachers when another class has too many.

What is the implications for RISE students regarding who become students at the Pre-K level how long do they stay with us? Susan stated that they become our students through grade 12.

Mr. Wise commented on some of the wording of the policy could be tricky regarding the scheduling issues that some of the high school students are facing. Mr. Brandt is concerned and wants to make clear that these students are treated like second class citizens. Ms. Gaffen states that we need to be careful how we think about the students that we accept into the program.

Dr. Milaschewski shared that if children of staff are enrolled as a benefit of employment, we would not be entitled to the \$5000. If it was through the application process RPS would be entitled to the \$5 000.

Further discussion revolved around sibling applications. Mr. Robinson asked how many districts take part in this program? Ms. Bottan, there is a list on DESE's website of schools that partake in the program. Mr. Brandt shared that on a quick scan it's about half the district in MA.

Mr. Brandt moved, second by Mr. Wise to approve the School Choice Program. The vote carried 6-0.

Student Services Update

Dr. Stys Introduced Ms. Allison Wright- Director of Special Education. Dr Stys and Ms. Wright delivered a presentation outlined on several slides.

“All means All Consistency and Communication”-Presentation

- Develop a Shared Mindset and Practices around Needs of all Learners
- Reading and Executive Functioning Best Practices
- Social Emotional Best Practices
- Team Chairperson Support Systems
- Engagement
- Physical Health
- Building Partnerships
- Data Systems to Support Continuous Improvement
- Numbers of Students receiving special Education Supports
- Early Literacy Screenings

Agreed with Dr. Hardy that our approach needs to be dynamic and responsive. When we look at issue, we ask, “is this a systemic issue or an individual issue and is specific to a student?” We are developing a shared mindset and practices around needs of all learners.

Ms. Wright discussed the reading and executive functioning best practices. She discussed professional development that were open to general and special education teachers that were free to all staff.

Dr. Stys discussed social emotional best practices. She stated that we have had a larger number of critical incidents than in prior year. This does not account for students that are struggling but have not reached that critical point. Dr. Stys discussed the programs that have been offered around anxiety, stress, and eating disorders. We have added a social worker to the High School and she runs a larger group meeting as well. Last year Social Thinking curriculum was purchased for the district.

Ms. Wright highlighted that having a team chairperson at every building has been very helpful this year. Every Thursday team chairperson meet with an extra hour for new team chairperson. Professional Development included legal and instructional practices. We have also spent a lot of time on clear consistent guidelines for the disability guidelines. The school psychologist meets bi-monthly with Dr. Stys and Ms. Wright.

Dr. Stys stated we have also been looking at Engagement- District Wide Attendance Committee and Trainings. Also examining transitions. About 6.6% have been absent more

than fifteen days during the school year. The committee is looking at “Communication, Commitment, and Celebration.”

Ms. Wright- at the HS level we have been looking at transitions and transition assessment.

Dr. Stys- safety-a district Critical Incident staff Force has been developed. Looking at policies and procedures and meeting quarterly. They have been working on debriefing incidents. A comprehensive threat assessment training is also being investigated. Who should we get trained, how-to rollout and the sustainability of this project?

Dr. Stys- Discussed physical health and the roles that our nurses have. Supporting the building, trainings, screening support and staffing. She shared the good news: There is an additional of a new nurse, Nicole Kelley based in the High School and R. I. S. E. to enable Mary G. to attend to district matters. Welcome Nicole!

Ms. Wright discussed program reviews. We have contracted an outside consultant to evaluate system and practices in SAIL, SOAR, REACH, EMBARC, Stepping Stones, and R. I. S. E.

Dr. Stys: We have also worked on building partnerships with community agencies: Reading Library, Inclusive Opportunities Listening Sessions Austin Prep, Pre School Community Partners, The Reading Coalition and SEPAC. Dr. Stys discussed Equitable Services- Any students that attend school in Reading have access to services in Reading.

Student Services are using data systems to support continuous improvement making sure we have the right systems in place. Ms. Wright discusses the number of students receiving student special education. She spoke about students in Out of District Placements and how some related to students needing social emotional support due to COVID. We are right in the middle of the area districts of OOD placements. Readings numbers are aligned in states data. There are several slides that address percentages of disabilities, and percentages of students on IEPs in in each grade and the breakdown of percentage of disabilities in each grade.

Dr. Stys discussed screenings in preschool and Evaluation data, as well as early literacy screenings. Dr. Hardy- explains the early literacy screenings and the learning curve of delivering them during the year. For example, screening on a skillset that hasn't been taught yet.

Mr. Brandt- had questions regarding school threat assessment- intervention

Ms. Wright- Timelines of Program Reviews- they will be complete before the end of the school year, with the exceptions of Stepping Stones and RISE.

Dr. Stys- 40 mental health critical incidents- increase at elementary as well as middle and high school. Dr. Stys- explains that parents are worried. Is the students' academic school readiness or behavior the result of not being exposed to other children or socialization due to COVID or is it because they have a disability? Out of 45 kids' screenings only 7 were referred for evaluations. There is not a spike in diagnosable disabilities.

Dr. Stys- breaks down social communication for students. Happy to hear that we are funding a practicum as well as Wilson Training.

Mr. Wise- Health and emotional numbers are staggering. It speaks to the work and the budget that was put together. Dr. Stys- stated that the numbers are high but so is the intensity of the anxiety with students.

Ms. Nazzaro moved, second by Ms. McLaughlin to approve to adjourn at 10:21 pm. The vote carried 6-0.



Town of Reading Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

School Committee

Date: 2022-04-28

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Session: Open Session

Purpose: Open Session

Version: Draft

Attendees: **Members - Present:**

Shawn Brandt , Erin Gaffen, Sarah McGlaughlin, Carla Nazzaro, Chuck Robinson, and Tom Wise

Members – Not Present:

Others Present:

Superintendent Tom Milaschewski and Director of Finance, Susan Bottan.

Minutes Respectfully Submitted By: Denise Santoro on behalf of the Chair

Topics of Discussion:

A. Call to Order

Chair Wise called open session to order at 7:00 p.m. and reviewed the agenda.

B. Personnel Action

1. Dr. Milaschewski reluctantly announces, Ricki Shankland's resignation, and move to Arizona. We are thrilled for Ricki and has been a tremendous leader in our community and she will be sorely missed. We are very happy for Ricki as well.

The Parker Middle School Principal Time Line and make up of screening committee members was shared, see attached.

(This was similar to the timeline for the WE Principal search)

- Factors that make this search challenging:
 - Tough to find a good school principal
 - Difficult job market
 - Timeline
- Despite that we are hopeful and optimistic, and we have seen some good candidates out there.

- We will be prepared for a 1 year interim if we don't find the appropriate candidate within this timeline.
- During the Community session there will be two rooms for students and caregivers.
- The screening committee will be approximately 10-hour commitment over the 2 days.
- This a tight timeline, but we are working with this due to the time of year.

2. Mr. Robinson asked about candidates who are applying for jobs in other communities, to be considered. Dr. Milaschewski responded that we have reached out to candidates in our community and will keep that in mind.

3. Ms. McLaughlin- Complimented Ms. Shankland and the request for students to be involved in the screening. Dr. Milaschewski- Once we have 3 final candidates, we will have students be involved in the process and there will be a student voice in all the phases. Is there a way to have smaller groups for students? Zoom which may be intimidating.

4. Ms. Gaffen- Are their nearby communities looking for similar positions? Dr. Milaschewski noted that he is aware of 1 other search with the Middlesex Community. Ms. Gaffen inquired about the timeline of their search, and Dr. Milaschewski responded that they are a couple of weeks ahead of us, but we aren't sure what their end date is.

5. Mr. Wise commented that we should include the 5th grade students and parents from elementary schools (Joshua Eaton, Barrows, and Killam) that will be feeding into Parker for the search. He also asked about contracting the end timeline as well. Dr. Milaschewski noted this is a tentative timeline and we will move it along if we are able. We do not want to rush the process either. Mr. Wise noted that the PTO or school council is not involved in the process as they were in Wood End. Dr. Milaschewski noted that he will be reaching out to the PTO and the Parker Community to be working with him on this whole process.

6. Mr. Wise asked for any member who would like to be a part of the process. Ms. Gaffen is interested in being on the committee. She has had 4 years as a Parker parent and is a school council member.

Mr. Brandt moved, second by Ms. Nazzaro to approve the Parker principal search process. The vote carried 6-0.

Mr. Robinson moved, second by Mr. Brandt to approve to adjourn at 7:14 pm. The vote carried 6-0.



Thomas Milaschewski, Ed.D
Superintendent

WOOD END ELEMENTARY SCHOOL
85 Sunset Rock Lane, Reading, MA 01867
Tel: 781-942-5420 Fax: 781-942-5428

Joanne E. King, Ed.D
Principal

MEMO

To: Susan Bottan, Director of Finance and Operations

From: Joanne King, Principal 

Date: April 28, 2022

RE: Donation of Books

In memory of Leslie Smith, a paraprofessional, who worked at Wood End for many years, her friends Deborah Leahy, Cathy Peraner, and Louise Ward would like to donate \$100 in childrens' books from the Whitelam Bookstore to the Wood End library. Please accept this generous donation in memory of Leslie Smith.

Thank you.

April 27, 2022

In memory of Leslie Smith, a paraprofessional who worked at Wood End School for many years we are donating books to the Wood End Library in the amount of \$100.

Deborah Leahy

Cathy Peraner

Louise Ward

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow



82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-944-0140

Friends of Reading Wrestling (FORW)

4/11/2022

Kerry Blomquist treasurer

88 Eastway Reading ma 01867

To whom it may concern,

FORW would like to submit a check for \$2,906.98 to John Puleo for his duties as assistant coach of the Reading Wrestling team. This was voted on by the officers last year at our end of year meeting as we identify what an asset he is to the team.

Thanks , Kerry Blomquist



**Walter S. Parker
Middle School**

Memo

To: School Committee
From: Richele Shankland *RS*
Date: April 26, 2022
Re: Donation

The Parker Drama Club has received a \$100.00 donation from David Story. He would like the donation to be in honor of 2 of our students, Cole & Declan Grant, as he enjoyed their performances in our recent show, "High School Musical 2".

Please accept this donation.

David Story

16 Norumbega Street

Cambridge, MA 02138

D

Dear Drama Club,

I enjoyed so much your last performance of "High School Musical 2" in March.

I'm making this donation toward your next show in honor of

Cole Grant & Declan Grant.

Please inform them and their parents of this. Thanks David Storz

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow



82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

To: Reading School Committee
From: Susan Bottan, Director of Finance and Operations
Date: May 2, 2022
Re: School Committee Vote to Accept Donation of White Board

Robin Krane of Fitness Within located at 545 Main Street in Reading has generously offered to donate an 8x4 white board in excellent condition to the Reading Public Schools.

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow



82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

To: Reading School Committee
From: Kurtis Martin, Director of METCO
Date: May 9, 2022
Re: School Committee Vote to Accept Donation

Keith Corso, founder of BusRight, which is a company that provides a centralized GPS and communication platform used on our contracted Boston buses, would like to donate \$1,400 to the Reading Public Schools METCO program. Please find below a copy of his email message notifying me of his interest:

From: Keith Corso <keith@busright.com>
Sent: Thursday, April 14, 2022 8:22:24 AM
To: Martin, Kurtis <Kurtis.Martin@reading.k12.ma.us>
Cc: Phillip Dunn <phillip@busright.com>; Neil Bhammar <neil@busright.com>
Subject: METCO Donation

Hey Kurtis - great catching up with you the other day.

It has been an honor partnering with you and the METCO community and we would like to make a \$1,400 donation to the program. Your work in enabling racially and ethnically diverse learning communities is something we believe in strongly here at BusRight and we'd like to continue supporting these efforts in any way we can.

Let us know what the next steps are to facilitate this process.

Looking forward to our continued partnership.

Best,

--

Keith Corso
914-960-0358
Founder @ [BusRight](#)

Reading Public Schools
Field Trip Plan

This information should
be kept on file for a
minimum of 3 years.

1. Trip Coordinator Jay Pledge School Parker MS Grade(s) Attending 7
2. Destination Nature's Classroom Wingate Kirkland
3. Type of Trip: Day Extended Overnight Out of State International
4. Purpose of Trip To explore environmental, life science + biology through hands on field experience.
5. Field Trip Connection to Curriculum Frameworks (Be specific to actual grade level curriculum alignment)
6-8 Lifescience, physical science + technology/engineering

6. Date(s) of Trip Oct 19-21, 2022 Time of Departure 8:00am Time of Return 2:30pm
7. Cost of Trip \$285 + bus Will there be fundraising? No If yes, please attach plan.
8. No. of Students Attending 150 No. of Teachers 3-5 No. of other adults 8-10
9. Name of Travel Company (if applicable) North Suburban Transportation
10. Transportation Required (Circle): Bus Train Boat Plane Private Car Other
11. Name of Company Providing Transportation North Suburban Transportation
12. If this is an overnight trip, is the bus driver getting sufficient rest in accordance with federal regulations and common sense? yes
13. Departure Information (location and carrier) Parker via North Suburban
14. Return Trip Information (location and carrier) Yarmouthport via North Suburban
15. Food and Lodging (if applicable) will be provided by Nature's Classroom
16. Address and Phone No. of Lodging (if applicable) 79 White Rock Rd Yarmouthport MA
(508) 362-3798 02675
17. Has the school determined that the facility has adequate insurance consistent with the level of risk involved (e.g. sedentary trip as opposed to outdoor, physically active trip)? yes If yes, attach a copy of the policy.
18. If swimming is involved, the school has determined that a lifeguard will be on duty at all times when students are in the water. Yes No N/A

The Following Section is for Out of Country Field Trips Only

A. Are there any current travel warnings or advisories issued by the State Department? Please go to www.cdc.gov or www.travel.state.gov. Yes _____ No _____

If yes, please explain _____

B. Have you purchased medical insurance for each day of an out of country field trip? Yes ___ No ___
(attach a copy of the policy)

C. Is medical preclearance required? Yes _____ No _____

D. Does each student and staff member have the appropriate documentation necessary for travel to the country/countries being visited and for return to the United States? Yes _____ No _____

E. Copies of all students' passports shall be maintained by the Trip Coordinator.

F. At least one staff member accompanying the students must have a phone number with international service.

Name of Staff Member _____

Telephone Number _____

To be completed by Reading Public School Administration

I certify that all requirements of the Reading Public Schools Field Trip Policy have been fulfilled.

27. APPROVED *Pedro Shankland* DATE 4/13/22
Principal (For All Field Trips)

28. APPROVED *[Signature]* DATE 5/2/22
Superintendent of Schools (For All Extended, Overnight, Out of State, and International Field Trips)

School Committee Approval Date (For Overnight, Out of State, and International Field Trips) _____



Nature's Classroom New England

Contract for Residential Programming

Agreement between Nature's Classroom New England, of Freedom, New Hampshire, herein known as "Nature's Classroom", (includes Nature's Classroom Directors and Staff), and Walter S. Parker Middle School herein known as "School", for the purpose of the School to rent/lease the facilities of Nature's Classroom at Wingate Kirkland – Yarmouth Port, MA herein known as "Host-Site", for the time indicated and the fee agreed to.

School Information

School Name: Walter S. Parker Middle School

School Address: 45 Temple Street Reading, MA 01867

School Phone: (781) 944 – 1236

Assist. Principal Name: Jason Peledge

Assist. Principal Email: jason.peledge@reading.k12.ma.us

Program Information

Arrival Day: Wednesday

Arrival Date: October 19, 2022

Arrival Time: 11:00 am
(No earlier than 10:30am)

First meal: Lunch

Departure Day: Friday

Departure Date: October 21, 2022

Bus Arrival Time: 11:00 am

Departure Time: 12:30 pm
(No later than 1:00pm)

Last meal: Lunch

Grade of Students: 7th

of students: 140



of adults: 18

Medical Services

A full-time, on-site, registered nurse will be provided by Nature's Classroom. The nurse will be available for 4 general health calls (mealtimes and bedtime) per day, and will also be available during other times as needed.

Student Health Forms must be completed and sent to
79 White Rock Rd. Yarmouth Port, MA 02675 **1 week prior to the arrival date.**

Financial Expectations

\$285 **Cost per Student** which includes the following:

Base cost: \$285 (3 Day Program)

\$39,900 **Contract Total** which includes the following:

\$285 per student x 140 students = \$39,900

DEPOSIT Information:

\$ 43 Deposit per Student
Total Deposit: \$6,020

Additional estimated costs which will be billed after the trip:

Sleep-in coverage: \$ 0
Additional chaperones: \$ 0
Day Trip(s): \$ 0
Other: \$ 0

If you bring more than 18 teacher/parent chaperones, these additional chaperones will be billed at a rate of \$200 each. Billing will be sent the week following the trip. One-to-one aides will not be charged.



Dates to Remember

Deposit due: August 1, 2022

Certificate of Insurance, and final numbers due: October 5, 2022

Balance and Health Forms due: October 12, 2022

School Expectations

To reserve space at Nature's Classroom this contract must be signed and returned to Nature's Classroom. A deposit will be required to hold a space for the fall 2022 season. Any transferable deposits from 2020 will be applied to the total balance due and payable.

Full payment is required at least 7 days prior to the arrival date. A payment invoice will be sent via a separate email. If paying via check, please make it payable to and mailed to:

**Nature's Classroom New England
PO Box 4627
Portsmouth, NH 03802**

A "Certificate of Insurance" naming **Nature's Classroom New England and Wingate Kirkland - Yarmouth Port, MA** as being insured for the school's reserved dates on site is required at least 14 days prior to the arrival date. The school's insurance policy must not be less than \$1M/2M aggregate.

The school shall provide final student and chaperone/teacher numbers **at least 14 days prior to arrival.**

If the School Business Office requires a Purchase Order before payment, a copy of the Purchase Order should be forwarded to Lori Levesque in our business office, at lori@naturesclassrooms.com

The School must provide chaperones at a ratio of *at least 1 chaperone:10 students*. *Chaperones at a ratio of 1 chaperone:8 students is complimentary.* Additional chaperones must pay a fee equal to 70% (percent) of the student cost. One-to-one aides will not be charged.

At least two (2) school personnel will remain at the Host Site at all times.

To the fullest extent permissible by law, School agrees to indemnify, save and hold harmless Nature's Classroom and the Host Site, its owners, employees or agents, from any claims, suits, judgments, settlements or causes of action of any nature brought against Nature's Classroom or



the Host Site, including reasonable attorneys fees and other expenses, by any person or party related to any injury or property damage arising out of School's use of Nature's Classroom or the Host Site's property, except to the extent caused by the gross negligence or intentional acts of Nature's Classroom and the Host Site.

The School shall report all accidents, injuries, or illnesses/medical issues promptly to Nature's Classroom staff. The School accepts full responsibility for such injuries or damage unless caused by the gross negligence of Nature's Classroom or the Host Site, its agents, servants, or employees.

It is agreed that any dispute or cause of action arising between the parties, whether out of this agreement or otherwise, can only be brought in the NH Superior Court located in Carroll County, New Hampshire, and shall be construed in accordance with the laws of New Hampshire."

School agrees to be responsible for supervision during those times when Nature's Classroom staff are not directing activities. School also agrees to provide training to chaperones to minimize the potential of any school chaperone being in a one-on-one student/chaperone situation when out of sight of others. Students are to be supervised at all times and never left alone inside a cabin.

The school represents that all individuals who will provide care, guidance, supervision, training, or access to children while at the Host Site have received criminal background check clearance in compliance with state law as well as child abuse training.

The School understands that part of the camping experience involves activities and group living arrangements and interactions that may be new to group participants and that they come with certain risks and uncertainties beyond what group participants may be used to dealing with at home including uneven terrain, thrown and other wayward objects, children and adults running about, insects, animals, and plants. The School is aware of these risks and assumes them on behalf of group participants. The School realizes that no environment is risk-free and has instructed participants on the importance of abiding by the rules outlined in this contract and by the guidelines set forth by Nature's Classroom. Participants agree that they are familiar with these rules and guidelines and will obey them.

The school agrees to observe posted signs for restricted areas (e.g. maintenance shop, waterfront, archery, challenge course, staff accommodations, etc). Restricted activity areas may only be used for programming and/or staffed with certified instructors. The school agrees to reimburse the Host-Site for damages caused by vandalism or improper use of facilities. Vehicle traffic will be controlled by; parking only in designated parking areas, limiting traffic to drop off and pick up of equipment and supplies, and adhering to posted speed limits. Unless stated in the agreement, the School shall not necessarily have the exclusive use of the facility.

Snowmobiles, off-road vehicles, and riding in non-passenger vehicles or parts of vehicles not designed for passengers are prohibited. No pets are allowed in at the Host-Site, except service animals. Firearms, fireworks, and weapons of any kind are not permitted on Host-Site property at any time. Smoking is only permitted with permission from the Host Site at designated smoking areas. There will be no swimming or boating usage unless supervised by trained Nature's Classroom and/or Host-Site staff, and arrangements have been made prior to the trip.



Use of low or high ropes courses is not allowed unless facilitated by a trained Nature's Classroom instructor. Alcoholic beverages, illegal substances and non-prescribed drugs are not permitted on the Host-Site property at any time. No fires will be allowed except in the designated areas and under proper adult supervision.

Any additions or substitutions to this contract **MUST** be agreed to by all parties on this Contract. This contract is binding once signed and dated by both parties.

Refunds and Cancellations

EVENT CANCELLATION BY NATURE'S CLASSROOM:

In case the premises shall be rendered untenable prior to or during the term of the lease by fire, casualty, civil authority, war, flood, or other force beyond Nature's Classroom and the Host-Site's control, the School shall be entitled to a reduction of rent on a prorated basis, less any expenditures made by Nature's Classroom towards the fulfillment of its obligations under this agreement.

BY THE GROUP:

In the event the School cancels the lease for any reason, every attempt will be made by Nature's Classroom to reschedule the trip with the school. If the School cancels within 60 days prior to arrival at the host site, the deposit may not be 100% refundable.

Nature's Classroom Expectations

Nature's Classroom agrees to provide the following services:

- Housing for students and school staff/chaperones.
 - Complete food service with meals from lunch on the arrival date through lunch on the departure date.
 - The reasonable use of recreational facilities only when supervised by school personnel.
 - The use of all utilities as permitted.
 - An Nature's Classroom staff member on call
 - An outdoor education program with day and evening activities taught by Nature's Classroom staff. Nature's Classroom staff will coordinate with the school to determine specific activities.
-

The undersigned School Representative acknowledges that they have the authority to legally bind the lessee to this agreement.



Nature's Classroom

PO Box 4627
Portsmouth, NH 03802

Nature's Classroom New England	School Representative
Printed Name: <u>Trish Fogarty</u>	Printed Name: <u>Jason R. Peledge</u>
Signature: <u><i>Trish Fogarty</i></u>	Signature: <u><i>Jason R. Peledge</i></u>
Date: <u>3/21/2022</u>	Date: <u>3/21/2022</u>

Please sign the document electronically

All payments MUST be made out to and sent to:

*Nature's Classroom New England
PO Box 4627
Portsmouth, NH 03802*

****ANY PAYMENTS NOT SENT TO THIS ADDRESS WILL NOT BE ACCEPTED****

**Reading Public Schools
Reading, Massachusetts
Parental Consent and Release Form for Field Trips
Day Field Trips**

To be completed by teacher prior to distribution:

Trip Coordinator **Jason Peledge** Grade **AP** School **Parker** Date of Trip **Oct. 19-21, 2022**

Destination **Camp Wingate Kirkland** Destination Address **79 White Rock Road, Yarmouthport, MA 02675**

Departure Time **7:00AM** Return Site **Parker** Return Time **4:00PM**

Cost of Trip **\$285 + bus costs (\$29/student in 2021)** Mode of Transportation **Bus**

Purpose of Trip **To explore environmental, life science, and biology through hands-on field experiences**

Specific Clothing/Equipment Required for this Trip **See attached information**

The trip will include the following physical and sports activities (e.g. walking, running, swimming, skating, etc.):
walking, running, group activities

This Section to be completed by Parent/Guardian

Student Name _____ Address _____

Parent/Guardian Name _____ Home Phone _____

Emergency Contact Information: (Day) _____ (Night) _____ (Cell) _____

Student Cell Phone Number (if applicable) _____

Name and phone number of person to call in the event the parent cannot be contacted _____

Insurance Carrier _____ Policy Subscriber's Name _____ Policy Number _____

Consent (To be completed by Parent/Guardian)

By signing below, the Parent/Guardian agrees to the following:

a) I understand that there are risks of injury associated with the above listed physical and sports activities and I consent to my child's participation in all these activities except for the following:

b) Please indicate below any permanent or temporary medical or other condition, including special dietary and medication needs, or the need for visual or auditory aids, which should be known about your child. _____

- c) I agree that in the event of an emergency injury or illness, the staff member (s) in charge of the trip may act on my behalf and at my expense in obtaining medical treatment for my child.
- d) I agree and understand that I am responsible for the actions of my child. I understand that my child is expected to behave responsibly and to follow the rules as outlined in the school handbook and Reading Public School policies. I also understand that if my child does not follow the rules as outlined in the school handbook, appropriate disciplinary actions will be taken. If this is an overnight or extended field trip and if my child is sent home early for disciplinary reasons, I understand that I am responsible for all costs associated with such early departure and forfeit any monies paid that are not refunded to the school.
- e) I understand that students who violate the school's discipline code may be excluded by the school from participating in a trip.
- f) I agree to release and hold harmless the Reading Public Schools and its employees and volunteers from any and against any and all liability, loss damages, claims or actions, in accordance with current local, state and federal law, which I and/or my child may have arising out of my child's participation in this trip, except if due to the negligence of school staff.
- g) I understand that I am responsible for getting my child to and from the departure and return sites identified above, in a timely manner. I understand that my child shall be accompanied by staff member (s) during the trip, including while traveling from the departure site to the destination site, and from the destination site to the return site.
- h) I give my permission for my child to participate in this school trip.

Signature of Parent/Guardian

Date

Student Declaration
(to be signed by Middle School and High School students)

I have read this form and I understand that I am to act on this trip in the same responsible manner in which I am expected to conduct myself in school. I accept the rules and regulations set forth by the school and the program for which I am participating. If this is an out of state or international trip, I will obey the rules, regulations, and laws of the state or foreign country.

Signature of Student

Date

Nature's Classroom

Dear Family,

We're thrilled that your child is joining us at Nature's Classroom. This Family Packet will help students and families get ready for the Nature's Classroom experience. In this packet you will find answers to frequently asked questions and other important information.

Your child's physical, mental, and emotional safety, are our number one priority during their time with us. During instructional activities and mealtimes, your child will be supervised by enthusiastic and experienced Nature's Classroom staff who have undergone background checks and training to provide your child with an inspiring and safe experience. All our staff are also certified in CPR and First Aid. During free-time and nighttime, students are in the care of their teachers and parent chaperones.

To provide a safe experience, we also need some information from you. Please **complete the information on pages 6 – 9** and return it to your student's teacher by the designated deadline (set by the school teachers).

If you have any questions, please contact us at: trish@naturesclassrooms.com or (603) 539 8053.

We can't wait to share the field-trip of a lifetime with your student!

Nature's Classroom Team

Nature's Classroom

Nature's Classroom Locations

Location	Host Site	Address
Freedom, NH	Camp Cody	9 Cody Rd, Freedom, NH 03836
Hancock, NH (Sargent Center)	Boston University Sargent Center	36 Sargent Camp Rd, Hancock, NH 03449
Ocean Park, ME	Ocean Wood Camp	17 Royal St, Ocean Park, ME 04063
Silver Bay, NY	Silver Bay YMCA	87 Silver Bay Rd, Silver Bay, NY 12874
Groton, MA	Grotonwood Camp	167 Prescott St, Groton, MA 01450
X Yarmouthport, MA	Camp Wingate Kirkland	79 White Rock Rd, Yarmouth Port, MA 02675
Great Barrington, MA	URJ Eisner Camp	53 Brookside Rd, Great Barrington, MA 01230
Lakeside, CT	Camp Washington	190 Kenyon Rd, Lakeside CT 06758
Andover, CT	Channel 3 Kids Camp	73 Times Farm Rd, Andover, CT 06238
Ivoryton, CT	Incarnation Camp	253 Bushy Hill Rd, Deep River, CT 06417
Wakefield, RI	Camp JORI	1065 Wordens Pond Rd, Wakefield, RI 02879

Nature's Classroom

Overview of the Program

Nature's Classroom is a residential outdoor education program that focuses on science and engineering, social and emotional learning, and teambuilding. Each program is customized to support student learning in the classroom. Our hands-on lessons focus on building critical thinking skills and exploring the connections between the natural and human-made world.

We work with each school group to help design a program that best fits the needs and outcomes of the group. Each program is rooted in the following components: Field Group, Class Choice, Large Group Activities, Evening Programs, Meals, and Free Time.

Students at Nature's Classroom are always supervised by adults and a medical staff member is available on site 24/7.

Below is an example of a typical day:

7:00 Wake up 7:30 Morning Meds
7:40 Set/ 8:00 Breakfast
9:15 Field Group or Large Group Activity
11:30 Free Time
11:40 Set & Lunch Meds 12:00 Lunch
1:15 Class Choice 2:45 Class Assignment/ Snack 3:00 Class Choice 4:30 Free Time
5:10 Set & Dinner Meds 5:30 Dinner
6:45 Evening Activity 8:30 Quiet Sing Nighttime Meds 8:45 Back to Cabins

Nature's Classroom

Medications

All medications will be distributed by a medical staff member. Children are not permitted to keep medications on their person, and this includes prescription and over-the-counter medications (Tylenol or cough drops). Emergency medications (e.g. Epi-pens and rescue inhalers) will be sent around with your child and managed by the nurse on site. All medications need to be sent **in the original bottle / packaging with the Doctor's name, dosage, and usage instructions on the bottle / packaging**, if applicable. Please place the bottle / package in a clear ziplock bag with your child's name and **fill out the medication document on page 8 of this packet.**

School teachers will collect medications prior to departure so **please do not pack medications in your child's bag.** We have basic medicines (Tylenol, cough drops, tums, etc) and first-aid supplies for students who may need them throughout the trip.

Food Allergies / Dietary Needs

Our facilities can accommodate a variety of dietary needs. There is a section in this packet for you to indicate any dietary restrictions or preferences. If you have concerns about your students' dietary needs while at Nature's Classroom, please contact us as soon as possible.

Visitors and Communication

We ask you not to visit your student during their field trip. Visiting parents/guardians can distract students and may make some students homesick. Students are not permitted to have cell phones at Nature's Classroom. This is to encourage them to enjoy life "unplugged" - live in the moment and appreciate their surroundings. If there is an emergency and you need to reach your child, please contact your student's school teacher, or you can contact us at (603) 539-8053.

Behavior Expectations

Below is a copy of our Nature's Classroom Behavior Expectations. We require every student and their family to read the expectations and sign an acknowledgement statement.

We are committed to providing a safe, positive experience for all students. As part of the Nature's Classroom community, students are expected to be familiar with and follow these behavior expectations. Students who are unable to follow them may be disciplined and sent home at the discretion of the school. Parents/Guardians are then expected to pick up their student.

Please discuss these expectations with your student prior to the field trip.

- Students must remain with their group and instructor or teacher/chaperone at all times. Students should never be alone in camp or leave the property alone.
 - Students must remain in the cabins with chaperones after lights-out.
 - Students may not have in their possession any prohibited items (please review the Packing List to view the complete list).
 - All medications should be given to the school teacher or medical staff.
 - Students are asked to take care of the property and report any damages.
 - Students should use equipment for its intended purpose and in a safe manner.
 - Physical fighting or altercations are not tolerated and may result in immediate separation or dismissal without refund of tuition.
 - Bullying is not tolerated and all suspected bullying instances will be dealt with firmly and may result in immediate separation or dismissal without refund of tuition.
 - All school rules will be enforced at Nature's Classroom.
-

Nature's Classroom

Packing List

Mark all items with your child's name.

Please send old / play clothes (students will get dirty).

Laundry facilities are not available for general student use.

Arrival day: Students should be ready to participate in activities when they get off the bus. They should be wearing closed-toed shoes and have a day pack ready with sunscreen, a water bottle, and an extra layer.

Weather: Please check the weather for your Nature's Classroom location, and pack according to expected precipitation and temperatures. Students will be outside all day (unless there is a safety concern).

Important! Prohibited items include:

- Cell phones
- Other electronics - iPods, iPads, portable video games or movie devices
- Candy, gum, or food of any kind
- Swiss army knives/leathermen or any other weapons
- Illegal substances, drugs, or alcohol
- Lighters / matches

Quantities: Adjust the number of clothing items based on the length of the field trip.

<p>Clothing</p> <ul style="list-style-type: none"> ● Long pants/jeans ● 1 or 2 pairs of pajamas ● T-shirts ● Long-sleeved shirt ● Sweatshirt or fleece ● Warm jacket ● Socks (pack a few extra) ● Underwear ● 1 pair of sneakers or hiking boots* ● 1 raincoat or poncho <p>Cold Weather (November, March-April)</p> <ul style="list-style-type: none"> ● Warm insulated snow Jacket ● Snow pants ● Snow boots ● Gloves/ Mittens ● Wool socks ● Warm hat ● Thermal Baselayer <p>Bedding / Linens</p> <ul style="list-style-type: none"> ● Sleeping bag or bedroll (sheets/blankets) ● Pillow ● 1 towel ● Laundry bag for dirty clothes 	<p>Toiletries</p> <ul style="list-style-type: none"> ● Toothbrush and toothpaste ● Soap, shampoo, conditioner ● Deodorant ● Comb or brush ● Lip balm/chapstick <p>Miscellaneous</p> <ul style="list-style-type: none"> ● 1-day pack/backpack ● 1-2 reusable water bottles (1 Liter) ● Flashlight or Headlamp ● Sunscreen/Bug Spray <p>Optional Items</p> <ul style="list-style-type: none"> ● Flip flops for the shower ● Book ● Bandana ● Ballcap ● Disposable Camera (No cell phones!) ● Fitted sheet for the mattress (Twin) ● Bug Head Net (May-June) <p>*All footwear must be closed-toed</p> <p>**Nature's Classroom is not responsible for items left behind.</p>
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Nature's Classroom

PLEASE FILL OUT AND TURN IN THE FOLLOWING PAGES

Student's Name: _____	School: _____	
Date of Birth : _____	Gender: _____	Grade: _____

Parent/Guardian and Student Contract and Waiver

I have read and completed the Family Packet in its entirety. My child and I understand what is expected of us before and during Nature's Classroom New England and we agree to abide by the rules, procedures, and behavior expectations detailed within. I grant permission for my child to participate in all activities and Nature's Classroom New England programs, including but not limited to challenge-course, out-of-camp trips by foot (hiking), and out-of-camp emergency transportation by van, bus or other designated vehicle. I also understand that during my child's participation at Nature's Classroom New England, she/he/they may be exposed to a variety of risks and hazards, foreseen or unforeseen, which cannot be eliminated without fundamentally altering the unique character of the program. Those hazards include, but are not limited to, hiking/walking/running/playing outside; ticks, snakes, insects, and large-animals; sunburn and heatstroke, dehydration, hypothermia and other mild or serious conditions or injuries; falling and rolling rock; drowning; lightning and unpredictable forces of nature (including weather that may change to extreme conditions without notice), etc. I am aware of these risks, and I assume them on my child's behalf. Nature's Classroom New England is not responsible for lost, stolen or damaged articles. I, the undersigned, have read and understand my responsibility to complete and submit all necessary forms and fees on time (and that my child will not be allowed to attend the program if any forms in the Family Packet are incomplete). As a condition of my participation in the Nature's Classroom New England program, I acknowledge that participation is entirely voluntary, and I agree to assume full responsibility for the risks that participation may entail. I voluntarily agree to release and hold harmless Nature's Classroom New England to the fullest extent permitted by law. I agree that any dispute concerning, relating, or referring to this contract, any representation concerning my child's outdoor education experience, or the outdoor education experience itself shall be resolved exclusively by binding arbitration in __ (state where camp is located)_, according to the then existing commercial rules of the American Arbitration Association and the substantive laws of that state.

I HAVE READ THIS AGREEMENT. I FULLY UNDERSTAND IT AND AGREE TO BE LEGALLY BOUND BY IT.

Student Signature: _____ Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Photo Release

_____ **I DO** give permission for photo/video of my child(s) and the writing, artwork and/or testimonials created by my child, to be used in Nature's Classroom New England's school outreach marketing materials, brochures, either while enrolled, or after leaving the school.

_____ **I DO NOT** give permission for photo/video of my child(s) and the writing, artwork and/or testimonials created by my child, to be used in Nature's Classroom New England's school outreach marketing materials, brochures, either while enrolled, or after leaving the school.

I acknowledge that since participation in publications is voluntary, I will receive no financial compensation. I further agree that participation in any publication format by Nature's Classroom New England confers upon me no rights of ownership whatsoever. I release Nature's Classroom New England and its employees from liability for any claims by me or any third party in connection with participation.

Parent/Guardian Signature: _____ Date: _____

Nature's Classroom

Student's Name: _____ Date of Birth : _____ School: _____

Emergency Information

*Please Note: Nature's Classroom will not distribute the personal information contained in these forms to a third party.

Guardian (Primary Contact) Name: _____

Street Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email: _____

Secondary Contact Name: _____

Street Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email: _____

NOTE: We are authorized to release the child only to the contacts listed above unless a note from the Guardian/Primary Contact states otherwise.

Is there a custody agreement we need to be aware of? Yes (please attach additional information) No

Authorization for Emergency Treatment

I hereby give permission to Nature's Classroom New England to seek emergency medical treatment. I agree to the release of any records necessary for treatment, referral, billing, or insurance purposes. I give permission to Nature's Classroom New England to arrange necessary related transportation for my child to a nearby hospital or other medical facilities as required. In the event I cannot be reached in an emergency, I hereby give permission to the physician selected by Nature's Classroom New England to secure and administer treatment, including hospitalization, for the person named above. Information in this paperwork may be given to the physician. I agree to incur all costs related to any medical emergency for the person named above.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Insurance Information

The following insurance information is required if a doctor visit or entry into a hospital is necessary.

Doctor's Name: _____ Doctor's Phone Number: _____

Do you have Health Insurance Coverage? Yes No

Name of Insurance Company: _____

Address: _____

Name Listed on Insurance: _____ Policy Number: _____

Restrictions

Participant is cleared for unrestricted activity with Nature's Classroom. He/she is cleared for full participation.

Participant is cleared for participation at Nature's Classroom, but the following restrictions apply:

Participant is not cleared for participation at Nature's Classroom.

Nature's Classroom

Student's Name: _____ Date of Birth : _____ School: _____

Notification of Allergies and Food Restrictions

Does your child have any food allergies, intolerances, or dietary needs?

Yes. Please specify type and severity: _____

No

Does your child have any other allergies?

Yes. Please specify : _____

No _____

Health History

Are there any concerns (medical, behavioral, emotional) that Nature's Classroom should be aware of?

Yes No

Please specify: _____

Permission to Dispense Over the Counter Medications

(We carry all of the following medications, you do not need to send these medications with your student!)

I give permission for Nature's Classroom to administer **ALL** over the counter medications listed in the box below.

I give permission for Nature's Classroom to administer **ONLY** the over the counter medications I have **CHECKED**.

<input type="checkbox"/> Acetaminophen (Tylenol)	<input type="checkbox"/> Cough Drops (Generic)	<input type="checkbox"/> Loratadine (Claritin products)
<input type="checkbox"/> Antidiarrheal (Maalox)	<input type="checkbox"/> Diphenhydramine (Benadryl)	<input type="checkbox"/> Cetirizine (Zyrtec products)
<input type="checkbox"/> Bismuth Subsalicylate (Pepto-Bismol products)	<input type="checkbox"/> Meclizine (Dramamine)	<input type="checkbox"/> Poison Ivy Treatment (Ivy-Dry)
<input type="checkbox"/> Chlorpheniramine Maleate (Robitussin Cough & Allergy Syrup)	<input type="checkbox"/> Guaifenesin (Mucinex" products; Robitussin Cough & Cold CF Liquid)	<input type="checkbox"/> Pseudoephedrine Hydrochloride (Advil" Cold & Sinus products)
	<input type="checkbox"/> Ibuprofen (Advil)	<input type="checkbox"/> Tolnaftate (Tinactin) (Athlete's foot powder)
		<input type="checkbox"/> Calcium Carbonate Antacid (TUMS)

I DO NOT give permission for Nature's Classroom to administer **ANY** of the over the counter medications listed.

Parent/Guardian name: _____ Parent/Guardian Signature: _____ Date: _____

Nature's Classroom

Student's Name: _____ Date of Birth : _____ School: _____
--

Medications

All medications will be distributed by a medical staff member. Children are not permitted to keep medications on their person. This includes prescription and over-the-counter medications (Tylenol or cough drops). Emergency medications (e.g. Epi-pens and rescue inhalers) will be sent around with your child and managed by the nurse on site. All medications need to be sent **in the original bottle / packaging with the Doctor's name, dosage, and usage instructions on the bottle / packaging**. Please place the bottle / package in a clear ziplock bag with your child's name and **fill out this page**.

Please complete all parts of the following chart for all medications being sent (prescription, over the counter, vitamins/supplements, etc.) ****Melatonin and other supplements must be sent with a doctor's order****

Will your child be bringing an EpiPen / Epinephrine injector to Nature's Classroom?

- Yes. Please specify allergy: _____
- No

Will your child be bringing a rescue inhaler to Nature's Classroom?

- Yes
- No

Please include emergency & "As Needed" medications, such as Epi pens or rescue inhalers.

Put an **X** under the time of day the medication is administered. If it needs to be administered at a specific time, please write that time under "Other". If more than 4 medications are needed, please copy this page.

Medication	Dose (mg, etc)	Breakfast	Lunch	Dinner	Bed	Other	As Needed

Comments: _____

Signed: _____ **Dated:** _____

Relationship to Student: _____

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow



82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

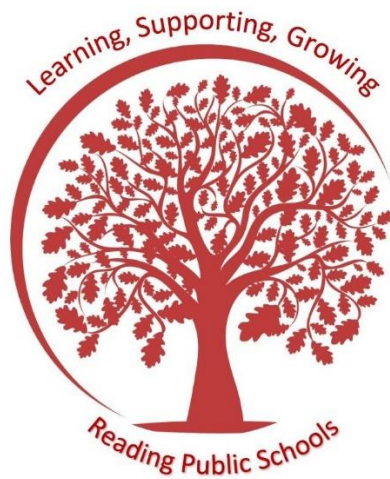
TO: Reading School Committee
FROM: Susan Bottan, Director of Finance and Operations
DATE: May 9, 2022
RE: Surplus Property

In compliance with the surplus disposition requirements of Massachusetts procurement law MGL Chapter 30B, I ask that the School Committee declare the items outlined below as surplus property:

ITEM	SCHOOL	AGE (IF KNOWN)	REASON FOR SURPLUS	QUANTITY
Textbooks				
Modern Biology Textbooks	RMHS	(c) 1989	Outdated	20
Principles of Exploration Textbook	RMHS	(c) 1998	Outdated Fair	175
Various Classroom Textbooks:	RMHS	Unknown	Outdated	22
Spanish for Mastery				
Holt Spanish level 2 (2 copies)				
English for the world of work				
EXPLORE: a course in literature				
American Literature				
Physics Principles and Problems				
Expanded Fourth edition Chemistry (2 copies)				
Prentice Hall Algebra 2 (2 copies)				
Discovering French				
Integrated Math (2 copies)				
Street Law (2 copies)				
The Weather Book				
Chemistry the central science				
Biology the dynamics of life				
Calculus 2nd edition				
Physical science				
Pre-algebra				
Math In Focus, grades K-5 (textbooks, manuals, workbooks)	Wood End	Unknown	New curriculum, outda	428
Social Studies Horizons (textbooks, manuals)	Wood End	Unknown	New curriculum, outda	35
Athletics				
Throwing/hitting net	RMHS	Unknown	Torn	2
TV	RMHS	Unknown	Broken	1
Old Banners/trophies	RMHS	All years prior to appro	Old and boxed	Several
Old athletics uniforms	RMHS	Old	Old/worn out	Various teams
HP LaserJet P014n	RMHS	not sure	Broken	1
Technology				
Desktop printers	RMHS	Unknown	Broken	2
Desktop printers	Wood End	Unknown	Broken	1
Computer monitors	RMHS	Unknown	Broken	2
Projectors	Wood End	Unknown	Broken, replaced	4
Wall speaker	Wood End	Unknown	Broken, replaced	2
MacBook	Wood End	Unknown	Broken, replaced	1
Ipod	Wood End	Unknown	Broken	24
TV and mounting brackets	Parker	26 years	Beyond useful life	22
Furniture				
Fan	RMHS	Unknown	Broken	1
Plexi glass divider	RMHS	Unknown	Broken	1
Rolling Carts	RMHS	Unknown	Broken	2
Large shelf	RMHS	Unknown	Broken	1
Top of Podium	Birch Meadow	Unknown	Broken, no base	1
Chairs	Wood End	Unknown	Broken	4
Corner table unit	Parker	>26 yrs	Broken	1
Custodian desk	Parker	>26 yrs	Broken	1
AV carts	Parker	15 years	Broken	5
Folding chairs	Parker	Unknown	Broken, no tops	4

Once declared, the school department will take the required steps to dispose of these items in accordance with the laws and regulations of the Commonwealth of Massachusetts. Please feel free to contact me with questions about this request. Thank you.

Reading Public Schools
School Committee Meeting Packet
May 9, 2022



Personnel Action



Administrative Offices
82 Oakland Road
Reading, MA 01867
781 944-5800

READING SCHOOL COMMITTEE

Thomas Wise Chair
Shawn Brandt Vice-Chair

Erin Gaffen
Sarah McLaughlin
Carla Nazzaro
Charles Robinson

Thomas Milaschewski, Ed.D.
Superintendent of Schools

TO: Reading School Committee
FROM: Thomas Wise, Reading School Committee Chair
DATE: May 5, 2022
TOPIC: Superintendent Evaluation Process and Timeline

At our meeting on May 9, 2022, we will commence the process of the Year End Summative Superintendent Review. The process will conclude at our meeting on June 9, 2022. This memo will serve as a reminder of the goals and the decision concerning the utilizing of focus indicators. Further, it will outline a draft process and timeline for submission of reviews by Committee Members and the generation of the Summative review.

Goals

Goal 1: Effective Entry and Direction Setting. By late spring, the district will have broad recognition by key stakeholder groups about the district's most critical needs and will have a widely-understood process underway to identify the strategies and goals that will address those needs most effectively, and the measures that will be used to assess progress.

Key Actions

1. By mid-August, present to the school committee a written Entry Plan, including (a) types of evidence to be analyzed, (b) stakeholders to be interviewed, (c) methods for assessing instructional practice, (d) processes to be used to identify any access and achievement gaps, and (e) methods for assessing district systems of support including financial management, human resources, and operations.
2. By February, complete and present a Report of Entry Findings that (a) synthesizes evidence collected, (b) identifies strengths of the system and the most critical areas for improvement that require further inquiry, and (c) identifies next steps for study.
3. By May, launch a process to engage key stakeholders in identifying key strategies to improve student learning and other district systems of support.

Benchmarks

1. Presentations completed on schedule (process).
2. Strategy Development process launched (process).
3. Results of spring survey of key leaders including administrators, teacher leaders, school committee, and union leaders demonstrate awareness (90 percent) and engagement (75 percent) in the entry process and confidence (75 percent) that the Report of Entry Findings captured important insights about the state of the district and the issues that most require attention.

Goal 2: Maintaining Momentum During the Transition. Keep the district moving forward during this year’s transition in leadership by working with principals and other district leaders to ensure that meaningful progress is made on critical district and school goals.

Key Actions

1. By November 1, review and establish student learning, professional practice and district/school improvement goals with all principals and district administrators.
2. By March 1, complete Formative Evaluation conferences with each principal and district administrator the superintendent supervises.
3. By late spring, conduct at least three school visits to each school.
4. By June 30, analyze progress on goals and complete Summative Evaluation Reports for all supervisees.

Benchmarks

1. Completed Educator Evaluation Plans (process).
2. Log or notes demonstrating at least three visits per school (process).
3. Analysis of Summative Evaluation Reports demonstrates “meets” or “exceeds” rating on 75 percent of principal and district administrator goals (outcome).
4. Survey of district leadership team (principals, coordinators, directors, central office leadership) assessing progress towards district goals.

Goal 3: (Professional Practice) New Superintendent Induction Program. Develop skills in strategy development, data analysis, and instructional leadership by actively engaging in the first year of the New Superintendent Induction Program.

Key Actions

1. Attend eight day-long sessions.
2. Complete all NSIP assignments.
3. Meet with assigned coach at least monthly.

Benchmarks

1. Calendar documents attendance and contact with coach (process).
2. Verification from NSIP that superintendent actively engaged in first year of the program (process and outcome).
3. Superintendent written reflection on impact of NSIP on leadership practice
4. NSIP Coach written reflection on evidence of NSIP on Superintendent’s practice

Goal 4: (Student Learning Goal): Coaching, Developing, and Supporting Principals. Design and implement a district strategy for coaching, supporting, and developing principal talent

Key Actions

1. Research best practices for coaching, supporting, and developing principals
2. Complete gap analysis between current practices and best practices in this area
3. Design structures to close this gap that reflect these best practices and align to Reading context
4. Onboard school leaders with goals, rationale, and structures for district approach in coaching, supporting, and developing principal talent
5. Consistently monitor progress and effectiveness to drive adjustments in strategy or approach

Benchmarks

1. Analysis of agendas, protocols, and resources with a focus on the connection to student learning (process)
2. Formative feedback through ongoing principal surveys addressing impact of strategy on student learning (process)

3. Interviews with principals addressing impact of strategy on student learning (process)
4. Analysis of statewide student growth measures, common assessment data, student work samples, and teacher instructional practice (outcome)

Focus Indicators

As a reminder, in the fall we had a discussion concerning the Focus Indicators to use as part of Dr. Milaschewski’s review. We discussed whether to rate him on all indicators or only a select few that align with the Goals. As part of the process, we asked for guidance from MASC and received the following from Dorothy Presser in an e-mail to Dr. Milaschewski:

“You are only evaluated on the focus indicators. Of course, the superintendent's work included much more than is reflected in the goals. But, this is a goal focused evaluation. You and the Committee are emphasizing the most important work that will move the district forward when you chose the goals. As such, the focus indicators you pick should be the ones that most align to the goals. If, moving into future evaluation cycles, there are other areas of practice that require more emphasis, then the focus indicators, and presumably the goals, would change to reflect this.”

Following the discussion, we agreed to rate Dr. Milaschewski **only** on the Focus Indicators aligned to the Goals. Those Focus Indicators are:

I-E. Data-Informed Decision Making: Uses multiple sources of evidence related to student learning – including state, district, and school assessment results and growth data – to inform school and district goals and improve organizational performance, educator effectiveness, and student learning.

II-A. Environment: Develops and executes effective plans, procedures, routines, and operational systems to address a full range of safety, health, emotional, and social needs.

II-B. Human Resources Management and Development: Implements a cohesive approach to recruiting, hiring, induction, development, and career growth that promotes high-quality and effective practice.

III-C. Communication: Engages in regular, two-way, culturally proficient communication, with families and community stakeholders about student learning and performance.

IV-A. Commitment to High Standards: Fosters a shared commitment to high standards of service, teaching, and learning with high expectations for achievement for all.

IV-E. Shared Vision: Successfully and continuously engages all stakeholders in the creation of a shared education vision in which every student is prepared to succeed in postsecondary education and become a responsible citizen and global contributor.

Process and Timeline

The process will commence with Dr. Milaschewski’s presentation on his goals, key actions, and benchmarks. Following his presentation, I will ask the Committee to review, discuss, adjust if necessary, and agree on the timeline to complete the review. My proposal is as follows:

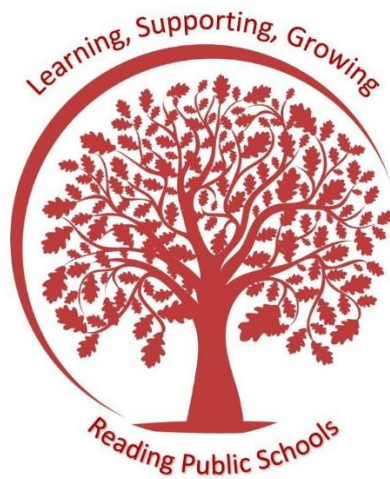
Date Range	Action
05-09 to 05-22	Draft Reviews Completed by each School Committee Member and Submitted to Dr. Milaschewski and the Executive Assistant to the Superintendent.
05-23 to 05-27	Individual Discussions with Dr. Milaschewski on School Committee Member Reviews.
05-28 to 06-01	Final Reviews Completed by each School Committee Member and Submitted to Dr. Milaschewski, the Executive Assistant to the Superintendent, and the Chair.

06-02 to 06-07 Create the Draft Composite Summative Review based on the Final Individual Summative Reviews for inclusion in the packet by the Chair.

06-09 Discussion and Final Approval Vote at Public School Committee Meeting.

Thank you.

Reading Public Schools
School Committee Meeting Packet
May 9, 2022



Old Business

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow



82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

To: Reading School Committee
From: Susan Bottan, Director of Finance and Operations
Date: May 9, 2022
Re: School Choice Open Seating for the 2022-2023 School Year

Prior to June 1 of each year, School Committee is required to evaluate the district's participation in the School Choice Program for the following school year and, if there is no interest, vote to opt out of the program. Even though a vote to participate in School Choice is not required by Massachusetts General Laws, the School Committee approved the motion at its April 14, 2022 public meeting to make available select seats to students who reside in other Massachusetts towns for the 2022-2023 school year.

Briefly, School Choice is a state-wide program designed to fill available seats in school districts and allow caregivers' choice and access to desirable school districts. School Choice also supports the recruitment and retention of a high performing instructional staff. With each School Choice student who enrolls in grades 1 to 12, the district receives \$5,000, and for each student who enrolls in kindergarten, the district receives \$2,500. School Choice funds will be deposited into a revolving fund under the School Committee's purview, which requires no further appropriation for use to address a wide range of district needs.

The District Leadership Team identified available seating for the 2022-2023 school year by school, grade, and classroom using a two-tiered approach beginning with a review of known enrollment for 2022-2023, projected Boston-resident registrations, anticipated in Town move-ins, and an evaluation class sizes by grade level across all elementary schools. Principals then considered the number of open seats identified within the context of known student needs by cohort and classroom. Using this approach, the district identified a total of 71 available seats across all schools and grade levels, which would generate as much as \$335,000 in School Choice tuition, if all seats are filled. Please find below a summary of the number identified seats and potential funding associated with each grade level:

Reading Public Schools
Potential School Choice Available Seats and Funding
2022-2023 School Year

Grade	Total Available Seats	Total Funding
Grade K	8	\$ 20,000
Grade 1	3	
Grade 2	8	
Grade 3	4	
Grade 4	1	
Grade 5	2	
Grades 1-5	18	\$ 90,000
Grade 6	10	
Grade 7	10	
Grade 8	5	
Grades 6-8	25	\$ 125,000
Grade 9	5	
Grade 10	5	
Grade 11	5	
Grade 12	5	
Grades 9-12	20	\$ 100,000
Grand Total	71	\$ 335,000

A detailed overview of the impact of School Choice, combined with new Boston resident enrollment, on class size for each elementary school for the 2022-2023 school year is found on the following page.

A brief PowerPoint presentation about School Choice implementation will be presented to School Committee at its public meeting on May 9, 2022. Drafts of the School Choice guidelines and application for posting for on the RPS Website are enclosed in this meeting packet.

Reading Public Schools Elementary Enrollment
Known Elementary School Class Sizes for 2022-2023 School Year
As of May, 2022

SCHOOL	KINDERGARTEN				GRADE 1				GRADE 2				GRADE 3				GRADE 4				GRADE 5				TOTAL							
	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment	Known FY23 Enrollment as of May, 2022	Potential Boston Enrollment	Potential School Choice Enrollment	Combined Total Enrollment				
BARROWS																																
FDK	16		1	17	21			21	20			20	22			22	21			21	22			22								
FDK	17		1	18	22			22	19	1		20	22			22	20			20	22			22								
FDK	17			17	22			22	20			20	23			23	20			20	22			22								
# Sections	3				3				3				3				3				3				3				18			
Total	50	0	2	52	65	0	0	65	59	1	0	60	67	0	0	67	61	0	0	61	66	0	0	66	368	1	2	371				
BIRCH MEADOW																																
FDK	16		1	17	17	1	1	19	16		2	18	17		1	18	18		1	19	18	1	1	20								
FDK	16		1	17	17	1	1	19	16		2	18	17	1		18	19			19	19	1		20								
FDK	17			17	18		1	19	17	1		18	18	1		19	18			18	20		1	20								
# Sections	3				3				3				4				3				3				3				19			
Total	49	0	2	51	52	2	3	57	49	1	4	54	70	2	1	73	57	0	1	58	56	2	2	60	333	7	13	353				
JOSHUA EATON																																
HDK	0			0	20			20	19			19	23			23	24			24	22			22								
FDK	17		1	18	20			20	19	1		20	23			23	24			24	22			22								
FDK	18			18	20			20	20			20	24			24	24			24	23			23								
FDK	18			18													0			0												
# Sections	3				3				3				3				3				3				18							
Total	53	0	1	54	60	0	0	60	58	1	0	59	70	0	0	70	72	0	0	72	67	0	0	67	380	1	1	382				
KILLAM																																
HDK	11			11	20			20	18	1		19	19			19	24			24	20			20								
FDK	13		2	15	20			20	18			18	19			19	24			24	21			21								
FDK	14		1	15	20			20	18			18	18	1		19	24			24	21			21								
FDK	14	1		15	19	2		21					19			19					0											
# Sections	4				4				3				4				3				3				21							
Total	52	1	3	56	79	2	0	81	54	1	0	55	75	1	0	76	72	0	0	72	62	0	0	62	394	5	3	402				
WOOD END																																
FDK	19			19	21			21	15	1	2	18	16	1		17	24			24	20			20								
FDK	19			19	22			22	16	1	2	19	16		1	17	24			24	20			20								
# Sections	2				2				2				3				2				2				13							
Total	38	0	0	38	43	0	0	43	31	2	4	37	47	1	3	51	48	0	0	48	40	0	0	40	247	3	7	257				
TOTAL																																
Total Sections	15				15				14				17				14				14				89							
Total Students	242	1	8	251	299	4	3	306	251	6	8	265	329	4	4	337	310	0	1	311	291	2	2	295	1722	17	26	1765				

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82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

READING PUBLIC SCHOOLS SCHOOL CHOICE GUIDELINES 2022-2023 SCHOOL YEAR

Deadline for Application to be Submitted: Wednesday, June 1, 2022 at 3:00 pm

Submit Application to:

Office of the Superintendent of Schools
Reading Public Schools
82 Oakland Street
Reading, MA 01867

Or email application to SchoolChoiceApplication@reading.k12.ma.us

School Choice 2022-2023 School Year:

Reading Public Schools has determined the following openings by grade and school for the 2022-2023 school year based on projected enrollment figures and class sizes:

Elementary Schools:

Barrows:

Kindergarten – 2 seats

Birch Meadow:

Kindergarten – 2 seats

Grade 1 – 3 seats

Grade 2 – 4 seats

Grade 3 – 1 seat

Grade 4 – 1 seat

Grade 5 – 2 seats

Joshua Eaton:

Kindergarten – 1 seat

Killam:

Kindergarten -3 seats

Wood End:

Grade 2 – 4 seats

Grade 3 – 3 seats

Middle Schools:

Coolidge:

Grade 7 – 5 seats

Parker:

Grade 6 – 10 seats

Grade 7 – 5 seats

Grade 8 – 5 seats

High School:

Reading Memorial High School:

- Grade 9 – 5 seats
- Grade 10 -5 seats
- Grade 11 – 5 seats
- Grade 12 – 5 seats

- An application is required for each student applying for administration and must be received in the Office of the Superintendent, Reading Public Schools, by the **deadline of Wednesday, June 1, 2022 at 3:00 pm.** All applications will be stamped with the date and time received.
- A completed and signed application is required for each student applying for admission by the deadline date and time established.
- School Choice students for the 2022-2023 school year will be chosen by lottery on Friday, June 3 at 11:00 am in the Superintendent's office located at 82 Oakland Road in Reading, MA.
- Caregivers will be notified via email on Monday, June 6, 2022, if their student has been selected through the lottery.
- Caregivers of selected students must confirm acceptance by 4:00 pm on Wednesday, June 8, 2022.
- Students who enroll through School Choice will be able to continue their education in Reading Public Schools through graduation, barring disciplinary issues.

Guidelines for Admitting Students:

- All students who reside in Massachusetts, outside of the Town of Reading and who are entering the grade(s) specified above for the 2022-2023 school year are eligible to apply for specific seats.
- The Reading Public Schools does not give preference for admission based on race, color, religious creed, national origin, sex, gender identity, age, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance, or proficiency in the English language.
- The Reading Public Schools will not provide transportation to School Choice students. Caregivers are responsible for transporting the student to and from school.

- Students who enroll through School Choice will be able to continue their education in Reading Public Schools through graduation, barring significant disciplinary issues. School Choice students do not reapply for admissions each subsequent year.
- The application deadline is **Wednesday, June 1, 2022 at 3:00 pm** to participate in the lottery.
- Once seats have been filled, applications not selected during the lottery process will be placed on a wait list in the order they were drawn.
- School Choice students selected will be required to follow the Reading Public Schools registration process as defined and outlined on the RPS Registration Website.

Questions about School Choice and the application process may be directed to the Director of Finance and Operations, Susan Bottan, via email at susan.bottan@reading.k12.ma.us or by phone at 781-670-2880.

More information about School Choice may be found at:

[Advisory Memorandum on Financial Administration of the School Choice Program](#)

[General Law - Part I, Title XII, Chapter 76, Section 12B](#)

Reading School Committee Policy: School Choice IFBB

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82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

READING PUBLIC SCHOOLS SCHOOL CHOICE APPLICATION 2022-2023 SCHOOL YEAR

Deadline for Application to be Submitted: Wednesday, June 1, 2022 at 3:00 pm

Submit Application to:

Office of the Superintendent of Schools
Reading Public Schools
82 Oakland Street
Reading, MA 01867

Or email application to SchoolChoiceApplication@reading.k12.ma.us

Name of Student Applicant: _____ Gender: _____

Date of Birth: _____ Current Grade: _____ Entering Grade: _____
(month/day/year)

Student Address: _____

Current School Attending: _____

School Address: _____

Current School Attending (Circle Y for Yes; N for No): Private School: Y or N Public School: Y or N

Caregiver Name(s): _____

Caregiver Address(s): _____

Caregiver Email Address(s): _____

Selection notification will be sent to the email address noted above.

Home Telephone: _____ Mobile Phone: _____

Caregiver Signature: _____ Date: _____

.....
LOTTERY ADMINISTRATIVE USE ONLY

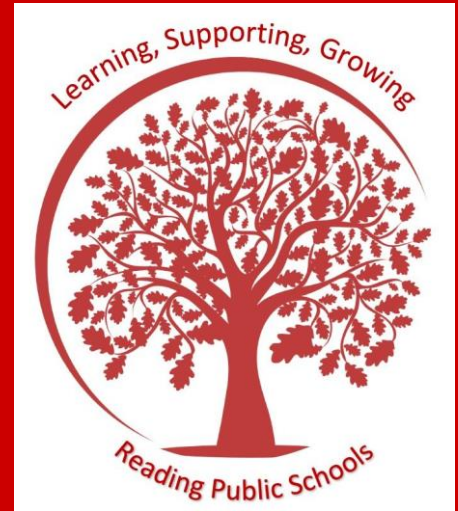
Name of Student Applicant: _____

Lottery Results:
School : _____ Grade: _____ # Selected _____

Superintendent's Approval: _____ Date: _____

Reading Public Schools does not discriminate based on race, color, religious creed, national origin, sex, gender identity, age, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance, or proficiency in the English language.

Reading School Committee Presentation: School Choice Implementation



May 9, 2022

School Choice Implementation

This presentation will provide an overview of School Choice implementation:

- Overview of School Choice
- Timeline
- Number of open seats by grade and school
- Application and lottery process



Overview of School Choice

- School Choice is an opt-out state program which allows Massachusetts school districts to accept students who reside in other Massachusetts towns.
- School Committee may vote to opt out of School Choice by June 1 of each year.
- School Choice program was designed to fill available seats in school districts.
- Children of RPS staff could enter lottery (recruitment and retention strategy).
- Students who enroll may continue their education in the district through graduation.
- RPS receives \$5,000 per student (for grades 1-5 and \$2,500 for grade K), which remains under the School Committee's purview with no further appropriation.
- RPS may use funds to meet wide range of District's needs.
- RPS will not incur transportation costs for participating students.



Timeline

- Monday, May 9 - Define number of open seats by grade and school
- Wednesday, May 11 - Open School Choice application process
- Thursday, May 26 - School Committee reviews School Choice policy JFBB
- Wednesday, June 1 - Deadline to submit applications
- Friday, June 3 - Conduct lottery by school and grade
- By Monday, June 6 - Notify caregivers of selected students by email
- By Wednesday, June 8 - Deadline to confirm acceptance
- By Monday, June 13 - Contact wait-listed students to fill openings
- Tuesday, August 30 - Conduct a second lottery if specified seats remain available



Number of School Choice Seats by Grade and School

Reading Public Schools
Potential School Choice Available Seats and Funding
2022-2023 School Year

Grade	Total Available Seats	Total Funding
Grade K	8	\$ 20,000
Grade 1	3	
Grade 2	8	
Grade 3	4	
Grade 4	1	
Grade 5	2	
Grades 1-5	18	\$ 90,000
Grade 6	10	
Grade 7	10	
Grade 8	5	
Grades 6-8	25	\$ 125,000
Grade 9	5	
Grade 10	5	
Grade 11	5	
Grade 12	5	
Grades 9-12	20	\$ 100,000
Grand Total	71	\$ 335,000



Application and Lottery Process

- RPS School Choice program and application form, lottery guidelines, and deadlines will be posted on the RPS website.
- Caregivers will complete and return applications via first mail, delivery, or email.
- Applications will be dated/time stamped upon receipt.
- Lottery will be conducted by school and grade.
- Student names will be recorded in the order selected, and the list will be maintained.
- Caregivers will be notified by email.
- Caregivers will have up to nearly four weeks to confirm acceptance.
- If acceptance is not received, wait list students will be offered seats.
- If spaces remain open, a second lottery will be conducted the week preceding the opening of the next school year



Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow

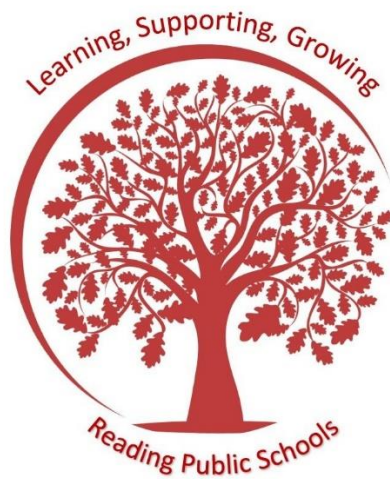


82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

To: Reading School Committee
From: Sarah Hardy, Assistant Superintendent of Teaching and Learning
Date: May 9, 2022
Re: Literacy Update Pre-RAAC Meeting

During the April 14, 2022, School Committee meeting, our district leadership team presented an [overview of our ongoing literacy curriculum review process](#). At the May 9th School Committee meeting, we will share out the results of our literacy curriculum review process and discuss next steps. This presentation will include the curriculum that has been selected and a timeline for implementation, pending funding.

Reading Public Schools
School Committee Meeting Packet
May 9, 2022



New Business

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow



82 Oakland Road
Reading, MA 01867
Phone: 781-944-5800
Fax: 781-942-9149

To: Reading School Committee
From: Thomas Milaschewski, Superintendent
Date: May 9, 2022
Re: District Improvement Plan Update

At the start of my time as Superintendent, I committed to leading a structured entry process to guide my transition to the district. Over the past few months, I have shared out the findings from my entry process, including the strengths, challenges, and opportunities facing the district. These findings will ultimately drive the revisions to our current district improvement plan. At the May 9th School Committee meeting, I will present an overview of the process and timelines to revise our district strategic plan.



Administrative Offices
82 Oakland Road
Reading, MA 01867
781 944-5800

READING SCHOOL COMMITTEE

Thomas Wise Chair
Shawn Brandt Vice-Chair

Erin Gaffen
Sarah McLaughlin
Carla Nazzaro
Charles Robinson

Thomas Milaschewski, Ed.D.
Superintendent of Schools

TO: Reading School Committee
FROM: Thomas Wise, Reading School Committee Chair
DATE: May 5, 2022
TOPIC: Policy JICH & Procedure JICH-R – Alcohol, Tobacco/Nicotine, and Drug Use by Students Prohibited

At our meeting on the 9th of May, we will take up the review and approval of amendments to Policy JICH and Procedure JICH-R. This Policy and its Procedure came to the forefront during review of the RMHS Handbook last Spring. Specifically, there were disconnects between the RMHS Handbook and the Policy and Procedures in the School Committee Policy Manual.

I will ask the Subcommittee to report out on their process to gather feedback and edits to Policy JICH and Procedure JICH-R. At a high level, the Subcommittee voted to approve this change at their meeting on April 1st of this year. The Policy went through many edits with Legal Counsel and many rounds of edits with Erica McNamara, the Director of the Reading Coalition for Prevention and Support. Erica consulted with Kevin Tracey, Tom Zaya, and Dr. Milaschewski. The Subcommittee believe they have incorporated all that feedback in the version in our packet.

Finally, if there are changes to the submitted version, we will take them on the floor prior to final approval.

Thank you.

Thomas Wise
Reading School Committee Chair

ALCOHOL, TOBACCO/NICOTINE, AND DRUG USE BY STUDENTS PROHIBITED

The Reading Public Schools seeks an alcohol, tobacco/nicotine, and drug free environment for its students and staff. To that end, RPS offers specialized training for school personnel so they may better address student needs for support and referral. Reading Public Schools was a founding member of the Reading Coalition for Prevention and Support and actively participates in prevention efforts impacting the school system and the broader community. The purpose of this policy and the ensuing regulations that follow related policies is:

- o to ensure student safety,
- o maintain compliance with MIAA rules/regulations so students can compete in the Middlesex League,
- o ~~e~~ maintain the intent of the federal drug free workplace policy,
and
- ~~o~~
- o to provide guidance for school personnel and administrators-, and
- o to prevent substance abuse.

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco/nicotine product including vapor/E-cigarettes; marijuana or marijuana-based products; illegal steroids (i.e. anabolic steroids for athletic performance); or any controlled substance. The School Committee prohibits the use, possession, distribution or consumption by students of alcohol, tobacco products, or drugs on school property, at any school function, or at any school sponsored event. Students who violate this policy may be subjected to disciplinary action, including long-term suspension or expulsion. This policy is in effect year-round.

Additionally, any student, who is under the influence of drugs or alcoholic beverages prior to, or during, attendance at or participation in a school-sponsored activity, will be barred from that activity and may be subject to disciplinary action.

~~Moreover, a student will not be penalized for proactively seeking assistance for a substance use problem for themselves or if attempting to get assistance for a friend per MGL94C, Section 34A, (Good Samaritan Law: Immunity from prosecution under Section 34 for persons seeking medical assistance for self or other experiencing drug related overdose. Students will not be penalized for seeking assistance for substance abuse for themselves or another through Reading Public Schools. Nothing in this provision shall prevent disciplinary action against a student for violations of the prohibition or alcohol, tobacco/nicotine and drug use.~~

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The school district shall utilize, in accordance with law, a verbal screening tool approved by the Department of Elementary and Secondary Education ([DESE](#)) to screen students for substance ~~abuse-use~~ disorders. The tool shall be administered by trained staff on an annual basis at two grades in grades 6-12, as determined by the Superintendent.

Parents/guardians [in grades designated for substance use disorder screening](#) shall be notified prior to ~~the opening of school each year~~[screening](#). Parents/guardians shall have the right to opt out of the screening by written notice prior to or during the screening.

~~Any statement, response or disclosure made by a student during a verbal substance use disorder screening shall be considered confidential information and shall not be disclosed by a person receiving the statement, response or disclosure to any other person without the prior written consent of the student, parent or guardian, except in cases of immediate medical emergency or a disclosure is otherwise required by state law. Such consent shall be documented on a form approved by the Department of Public Health and shall not be subject to discovery or subpoena in any civil, criminal, legislative or administrative proceeding. No record of any statement, response or disclosure shall be made in any form, written, electronic or otherwise, that includes information identifying the student. All statements made by a student during a screening are confidential and shall not be disclosed except in the event of immediate medical emergency or in accordance with law.~~ De-identified results shall be reported to the Department of Public Health within 90 days of the completion of the screening process.

This policy shall be posted on the district's website and notice shall be provided to all students and ~~p~~[Parents/guardians](#) of this policy in accordance with state law. Additionally, the district shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

Adopted by the Reading School Committee on March 26, 2007
Revised by the Reading School Committee on August 30, 2018

SOURCE: MASC February 2019~~8~~

LEGAL REF.: M.G.L. 71:2A; 71:96; 71:97; 272:40A

CROSS REF.: [ADC, Tobacco Prohibition](#)
~~[IHAMA, Teaching About Drugs, Alcohol, and Tobacco](#)~~
GBEC, Drug Free Workplace Policy
[GBED, Tobacco Use on School Property by Staff Members](#)
~~[IHAMB, Teaching About Drugs, Alcohol, and Tobacco](#)~~
JLCD, Administering Medication to Students

Reading Public Schools Chemical Health ~~Regulations-Procedures~~ for High School Students

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The regulations below are in furtherance of the Reading School Committee's Policies on Drug Free Workplace (File: GBEC) and Teaching About Drugs, Alcohol, and Tobacco (File: IHAMB). If there is a conflict with these ~~regulations-procedures~~ and these policies or the RMHS Student Handbook, these ~~regulations-procedures~~ shall govern.

ALCOHOL AND OTHER DRUGS

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~~The School Committee strictly prohibits the use, possession, distribution or consumption of alcohol/drugs on school grounds, at any school function, or at any school sponsored event. Use or possession of alcohol/drugs is strictly prohibited both during school and at ANY school-sponsored event. Possession is defined in accordance with M.G.L.~~ Drugs shall include without limitation:

- Any tobacco/nicotine product including delivery devices/nicotine (nicotine found in cigarettes, cigars, bidis, e-cigarettes, vape pens and smokeless tobacco)
- Alcohol (ethyl alcohol found in liquor, beer, wine)
- Cannabinoids (marijuana, hashish) and synthetic marijuana products
- Opioids (heroin, opium),
- Stimulants (cocaine, amphetamine, methamphetamine)
- Club Drugs (Ecstasy, GHB, Rohypnol@,
- Dissociative Drugs (Ketamine, PCPC and analogs, Salvia divinorum, and DXM (Dextromethorphan, robotripping)
- Hallucinogens (LSD, mescaline, psilocybin (mushrooms)
- Other compounds (anabolic steroids, bath salts)
- Inhalants
- Non-prescribed prescription drugs (depressants, stimulants, opioid pain relievers)
- Other performance enhancing stimulants
- Other performance enhancing supplements
- Any controlled substance as defined in M.G.L. 94C.
- Non-alcohol/near beer
- Any such substance, mentioned above, that is disguised in food products such as candy, baked goods, or dissolved in drinks

- Over-the-counter drugs that do not require a prescription

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~~It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. In those instances, students shall follow proper procedures to notify the health and athletic departments. Students may not bring prescription or over-the-counter drugs on school grounds or to school-related events. If a student requires prescription or over-the-counter drugs at school or at school-related events,~~

the student's parent(s)/guardian(s) must notify the district's school health office who will administer, or delegate administration of the required medication for the student in line with state laws and procedures on medication administration in schools.

Students in possession or deemed to be under the influence of alcohol/drugs while ~~in-on~~ school grounds or at a school-sponsored event ~~will-may be subject to disciplinary action by school administration, including suspension or expulsion.~~ ~~be subject to suspension of 5 to 10 days and/or other disciplinary action (including expulsion) deemed appropriate by the school administration.~~ In addition, students in possession or deemed to be under the influence of alcohol/drugs while ~~in-on~~ school grounds, or at a school-sponsored event ~~will-may be subject to less disciplinary action if the student agrees to~~ need-to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. ~~The content, nature, and length of the program will be determined by the building principal and based upon the nature of the violation.~~

POSSESSION AND/OR USE OF ALCOHOL AND/OR DRUGS REGULATIONS PROCEDURES

- Since 2012, the Reading School Committee has treated all Chemical Health violations for all extracurricular activities the same. This includes students engaged in school sports, clubs and activities. Students engaged in school sports, clubs and/or activities are held accountable for Chemical Health infractions that occur 'year round' whether they occur in or out of school. This change was implemented in 2012 to ensure that all students regardless of the season they participate in are treated equitably.
 - Any student who is found on school premises or at school-sponsored or school-related events, including athletic games, in possession of a drug, alcohol or paraphernalia will-may be suspended and may be subject to expulsion from the school or school district.
- In addition, students in possession or deemed to be under the influence of alcohol/drugs while ~~in-on~~ school grounds or at a school-sponsored events ~~will-will need-to~~ participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. ~~The content, nature, and length of the program will be determined by the building principal and based upon the nature of the violation.~~
- Any student who is charged with a violation of the above paragraph shall be notified in writing of an opportunity for a hearing prior to the imposition of any suspension or expulsion in excess of ten (10) consecutive school days; provided, however that the student may have representation (at private expense), along with the opportunity to present evidence and witnesses at said hearing before the Principal.
- After said hearing, the Principal or reviewing officer may, in ~~his/her~~their discretion, decide to suspend rather than expel a student who has been determined to have violated the above stated rule.

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- Any student who has been expelled from the school district pursuant to these provisions shall have the right to appeal to the Superintendent.
- The expelled student shall have ten (10) calendar days from the date of the expulsion in which to submit written notice to the Superintendent of ~~his~~their appeal. In any such appeal hearing, the student shall have the right to be represented by an attorney (at private expense), to examine the evidence against ~~him~~them, and to present evidence and witnesses in support of ~~his~~their appeal. The subject matter of the appeal shall not be limited solely to a factual determination of whether the student has violated any provisions of the above stated rule.
- When a student is expelled under the provisions of this section, no school or school district within the Commonwealth shall be required to admit such student or to provide educational services to said student. If said student does apply for admission to another school or school district, the superintendent of the school district to which the application is made may request and shall receive from the superintendent of the schools expelling said student, a written statement of the reasons for said expulsion. (M.G.L. c.71, §37H)
- Nothing in this regulation or in applicable Reading Public Schools' policies shall be construed as limiting the authority of a building principal or the Reading Public Schools to impose disciplinary sanctions or deny other privileges in accordance with district rules or policies or the laws of the Commonwealth of Massachusetts including, but not limited to, M.G.L. c.71, §37H, M.G.L. c.71, §37H1/2, and M.G.L. c. 76, sec. 17. In the event of any suspension or expulsion of a student from school, ~~he~~she~~they~~ will not be allowed to participate in any school related athletics or extracurricular activities during the time ~~he~~she~~they are~~ ~~is~~ suspended or expelled from school.

SMOKING

In collaboration with the Board of Health, ~~the high school~~Reading Public Schools will implement the following town ordinance regarding the use of tobacco and nicotine in ~~public~~its schools:

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USE OF TOBACCO/NICOTINE IN PUBLIC SCHOOLS-Definitions

- School: Public primary, secondary, and vocational schools located in Reading
- School--Sponsored Activity: An activity at least partially funded or controlled by a school or a parent-teacher organization to which students are invited, and which occurs off school grounds such as a field trip, class picnic or prom.
- School Ground: Property owned or controlled by a school within 100 feet, including but not limited to school buildings, structures, open space, sports or recreational facilities whether enclosed or not, vehicles owned or leased for the purpose of transporting students, school driveways, and parking lots. School grounds shall not mean any university property, college property, or adult education facility except during the time that these areas house public primary, secondary or vocational school programs.
- School Personnel: A person who performs services for a public school in Reading, including but not limited to principals, assistant principals, teachers, teacher's aids, school counselors,

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coaches, assistant coaches, school nurses and therapists, cafeteria workers, administrative staff, janitorial staff, volunteers and interns.

- Student: A person enrolled at any primary or secondary school in Reading.
- Tobacco/Nicotine Product: Cigarettes, cigars, chewing tobacco, pipe tobacco, bidis, snuff, nicotine juice, [e-cigarettes](#), [vape pens](#), or tobacco in any of its forms, or any product containing tobacco or nicotine.
 - Tobacco/Nicotine Use: The inhaling, exhaling, chewing, [vaping](#), or burning of any form of tobacco and/or nicotine. Additionally, if an administrator witnesses [tobacco](#) smoke or vaping coming from a lavatory stall, [he-they](#) will anticipate tobacco/nicotine use.
- Visitor: A person on school grounds who is not a student or school personnel.

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TOBACCO/NICOTINE PRODUCT USE PROHIBITED

No student, school personnel, or visitor shall use a tobacco or nicotine product at any time while on school grounds or at school-sponsored activity as defined above.

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PENALTIES FOR TOBACCO/NICOTINE USE

- In case of a first violation during any of the 4 years of high school, [student may be subject to:](#)
 - o ~~One day suspension from school and attendance in a tobacco/nicotine education class~~ [Disciplinary action through school administration which could include a one-day suspension from school](#)
 - o ~~A fine~~
 - o ~~Payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$75.00 and payable to the Town of Reading within twenty one (21) days. In lieu of fine, 6 hours of community service~~
 - o Notification to the violator's parent or legal guardian of the infraction and ~~mandatory~~ [parental/guardian](#) conference
 - o ~~Mandatory one hour tobacco/nicotine education class~~ [Referral to the Reading Coalition for the Chemical Health class and services](#)
- In the case of a second or subsequent violation within 4 years, [student may be subject to:](#)
 - o ~~Disciplinary action through school administration which could include a three-day suspension~~ [Three-day suspension and attendance in a tobacco/nicotine education class](#)
 - o ~~Payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$75.00 and payable to the Town of Reading within twenty one (21) days~~ ~~A fine~~
 - o ~~Mandatory P~~ [parental/guardian](#) conference
 - o [Referral to the Reading Coalition for the Chemical Health class and services](#)
 - o [Mandatory visit to Primary Care Doctor to be screened for EVALI \(E-cigarette or Vaping Use-Associated Lung Injury\)](#)

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- In the case of a third offense within 4 years, student may be subject to:
 - o Disciplinary action through school administration which could include a three-day suspension ~~Three day suspension and attendance in a tobacco/nicotine education class~~
 - o ~~payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$75.00 and payable to the Town of Reading within twenty one (21) days~~ A fine
 - o Mandatory pParental/guardian conference ~~prior to re-admission to school~~ •
 - o Referral to the Reading Coalition for the Chemical Health class and services
 - o

- ⊖ In the case of a four or more offenses within 4 years, student may be subject to:
 - o Disciplinary action through school administration which could include a five-day suspension ~~Five day suspension and attendance in a tobacco/nicotine education class~~
 - o ~~payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$100.00 and payable to the Town of Reading within twenty one (21) days~~ A fine
 - o Mandatory Parental/guardian conference ~~prior to re-admission to school~~
 - o Referral to the Reading Coalition for the Chemical Health class and services

⊖

Non-Criminal Method of Disposition

Whoever violates any provision of ~~this regulation~~these procedures of which is subjected to a specific penalty shall be penalized by the non-criminal method of disposition as provided in Mass. Gen. Laws Ch 40 § -21D, which might result in eventual filing of a criminal complaint in the appropriate jurisdiction and venue.

Enforcement

The Board of Health of the Town of Reading and or the school officials specially designated by the Board of Health shall be responsible for enforcing ~~this regulation~~these procedures.

Possession of tobacco/nicotine products

- Students found in possession of tobacco/nicotine products will have the item(s) confiscated.
- Failure to obey the request by faculty or staff to be given the items will be treated as insubordination and ~~will~~may be subject to detention and/or suspension after the student is afforded his/her due process rights.

Chemical Health Regulations Procedures for High School Athletics and Extracurricular Activities

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School administrators have broad discretion to remove a student from privileges, such as extracurricular activities and attendance at school-sponsored events, based on a student's violation of the district's alcohol, tobacco/nicotine and drug use policy for any length of time deemed appropriate by the school administrator.

For school district athletics subject to Massachusetts Interscholastic Athletic Association (MIAA) governance, Reading Public Schools shall comply with all MIAA rules and regulations for student-athlete eligibility for athletics participation, including but limiting to compliance for minimum penalties for a student's violation of MIAA chemical health, tobacco/nicotine, alcohol and drugs rules and regulations. Current MIAA regulations can be found at MIAA.net.

The district reserves the right to exclude student-athletes from participation in district athletics above and beyond MIAA's minimum penalties, for a student's violation of Reading Public Schools' alcohol, tobacco/nicotine and drug use policy.

It is the duty and obligation of any coach or advisor employed by the Reading Public Schools to report any known violations of MIAA rules and regulations and/or Reading Public Schools policies pertaining to the possession and/or use of tobacco/nicotine, alcohol and drugs to the Athletic Director and the building Principal. Failure to report a known incident may result in disciplinary action and possible termination.

If a student is in violation of MIAA's rules and/or Reading Public Schools' policies is unable to participate in interscholastic sports or school-sponsored extracurricular activities due to injury/illness or academics, the penalty will not take effect until that student is able to participate again.

Notwithstanding a student's violation of MIAA rules and/or Reading Public Schools' policies, there may be other factors relating to the offense including without limitation, quantity of the chemical substance, the behavior of the student or egregious nature of the violation, which the Principal may consider at their discretion and impose additional penalties or sanctions. Coaches and advisors may not impose penalties or sanctions beyond MIAA minimums without the approval of the Principal.

In addition to the regulations above, the regulations below represent an expansion upon the current Massachusetts Interscholastic Athletic Association (MIAA) guidelines on Chemical Health. These revised regulations are meant to support and educate our students who participate in athletics and/or school-sponsored extra-curricular activities while providing for a safe environment for our students. The consequences and penalties below are cumulative to the regulations above.

From the point that an enrolled student concludes their 8th grade year until they graduate at Reading Memorial High School or the final athletic event of their senior year (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or

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distribute any beverage containing Alcohol (ethyl alcohol found in liquor, beer, wine); Tobacco/Nicotine (nicotine found in cigarettes, cigars, bidis, vape pens, hookahs and smokeless tobacco); Cannabinoids (marijuana, hashish); Synthetic marijuana, Opioids (heroin, fentanyl, opium); Stimulants (cocaine, amphetamine, methamphetamine); Club Drugs (~~Ectasy, GHB, Rohypnol~~); Dissociative Drugs (~~Ketamine, PCPC and analogs, Salvia divinorum, and DXM (Dextromethorphan, robotripping); Hallucinogens (LSD, mescaline, psilocybin (mushrooms); Other compounds (anabolic steroids, bath salts); Inhalants; Non-prescribed prescription drugs (depressants, stimulants, opioid pain relievers); Other performance enhancing stimulants; Other performance enhancing supplements; Any controlled substance as defined in M.G.L. c. 94c.; and/or Non-alcohol/beer. For the purposes of this policy and the ensuing regulations, possession is defined by M.G.L. c.138, §34C (Possession or Transport of Alcohol) and any related case law. In addition, any such substance that is disguised in food products such as candy, baked goods or dissolved in drinks is prohibited under these regulations. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. In those instances, students shall follow proper procedures to notify the health and athletic departments.~~

~~If a student is in violation of these regulations during the summer following his or her eighth grade year and prior to his or her entrance into high school, the consequences may be reduced by the high school principal after consultation with the middle school administration.~~

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~~It is the duty and obligation of any coach or advisor employed by the Reading Public Schools to report any known violations of these regulations or other applicable policies pertaining to the possession and/or use of alcohol or drugs to the athletic director and the building Principal. Failure to report a known incident will result in disciplinary action and possible termination.~~

~~If a student in violation of this rule is unable to participate in interscholastic sports or schoolsponsored extra-curricular activities due to injury/illness or academics, the penalty will not take effect until that student is able to participate again.~~

~~Notwithstanding the violations listed below, there may be other factors relating to the offense including without limitation, quantity of the chemical substance, the behavior of the student or egregious nature of the violation which the Principal may consider at his/her discretion and elevate the violation below (e.g., from a first violation to a third violation) as well as impose additional penalties or sanctions. Coaches and advisors may not impose additional penalties or sanctions without the approval of the Principal. The following are the additional consequences for students who violate the above Chemical Health regulations.~~

~~First violation:~~

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~~When the Principal confirms¹, following an opportunity for the student to be heard, that a violation of this policy occurred, the student shall lose eligibility without delay for the next consecutive interscholastic contests and meetings/events of the school-sponsored extra-curricular~~

activity totaling 25% of all interscholastic contests and meetings/events in that sport or of school sponsored extra-curricular activities in which the student participates. In addition, the student will need to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the program will be determined by the building principal and based upon the nature of the violation. The program will be paid for by the parent/guardian of the student. In regard to interscholastic sports and other competitive extracurricular activities, it is recommended that the student be allowed to remain at practice or meetings for the purpose of rehabilitation. During the suspension, the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school principal. The high school principal, in collaboration with a chemical dependency treatment or counseling program, must certify that student is attending or has received a certificate of completion from such a program. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

A student may not participate in interscholastic competition or participate in school-sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence, treatment, or counseling program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Second violation:

When the Principal confirms, following an opportunity for the student to be heard, that a second violation has occurred, the student shall lose eligibility without delay for the next consecutive interscholastic contests and meetings/events of the school-sponsored extra-curricular activity totaling 60% of all interscholastic contests in that sport and/or of school-sponsored extracurricular activities in which the student participates. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If, after a second violation, the student, of his/her own volition, becomes a participant in an approved chemical dependency, treatment, or counseling program, the student may be certified for reinstatement in Reading Public School interscholastic sports and extra-curricular activities after a minimum of 40% of events provided the student was fully engaged in the program throughout that penalty period. In regard to interscholastic sports and other competitive extracurricular activities, it is recommended that the student be allowed to remain at practice or meetings for the purpose of rehabilitation. During the suspension, the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school principal. The high school principal, in collaboration with a chemical dependency treatment or

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counseling program, must certify that student is attending or has received a certificate of completion from such a program. If student does not complete program, the penalty reverts back to 60% of the interscholastic contests or meetings/events of the school-sponsored extra-curricular activity in which the student is participating. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year)

A student may not participate in interscholastic competition or participate in school-sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence, treatment, or counseling program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Third and subsequent violations:

When the Principal confirms, following an opportunity for the student to be heard, that a third or subsequent violation has occurred, the student shall lose eligibility without delay for one calendar year in all athletic and extra-curricular activities.

If, after the third violation, the student, of his/her own volition, becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in Reading Public School athletic or extra-curricular activities after six (6) months provided the student was fully engaged in the program throughout that penalty period. The high school principal in collaboration with a chemical dependency, treatment, or counseling program, must certify that student is attending or has received a certificate of completion. If student does not complete a program, the penalty reverts back to one calendar year. The program is funded by the parent/guardian. This exception shall not apply to fourth or subsequent violations of this policy.

After a finding of a third or subsequent violation, a student will not be allowed to attend any practices or extra-curricular activities in any capacity during the period of his/her loss of eligibility.

Penalties shall be cumulative each academic year, but serving the penalty could carry over for one (1) year. If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

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A student may not return to interscholastic competition or participate in school-sponsored extracurricular activities until they have submitted a certificate of completion from the chemical dependence or treatment program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Other

1. A student entering their Junior or Senior year that has violated the chemical health policy may participate in an interscholastic sport and extra-curricular activity in which they have not previously participated in during high school in order to serve the loss of eligibility. The student's loss of eligibility, however, will apply to both the new interscholastic sport or school-sponsored extra-curricular activity and the interscholastic sport or school-sponsored extra-curricular activities in which the student had participated in during previous years in the manner outlined below. Students found in violation of this policy may participate in interscholastic sports and extra-curricular activities in which they have not previously participated, but will serve the suspension in both the new sport/activity and 10% of the events from next sport/activity that he or she has participated in during previous years. For example, a student who has only played ice hockey during his/her Freshman and Sophomore years, and then violates the policy for the first time during the spring of his/her junior year, but then decides to run Cross Country in their Senior year for the first time, will serve the normal 25% penalty during the Cross Country season and then a 10% penalty during the Ice Hockey season. The high school principal will have the final decision on each situation.
2. If a student is serving a penalty during a season where he/she participates in both athletics and extra-curricular activities, the student will serve the penalty for both or all of the activities and contests. For example, if a student participates in a fall sport and the fall drama production, he/she will serve the penalty for both the fall sport and the fall drama production.
3. When a student leader has been elected for a leadership position and subsequently is found in violation of these regulations, that student will lose all rights to continue to be an officer of that organization and forfeits the right to be selected for any other leadership position for one calendar year from the date of the violation.
4. When an athlete has been designated as a team captain—and then subsequently is found in violation of these regulations, that athlete will lose all rights to continue to be a captain of that sport and forfeit the rights to be selected a captain in any other sport for one calendar year from the date of the violation.
5. If a student loses multiple leadership positions and/or team captain positions as a result of a chemical health violation, they may appeal to the high school principal for restoration of other leadership/captain positions beyond the first position. An exception to this is National Honor Society which has its own bylaws regarding an appeal process.

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~~6. If a family cannot afford to pay for a program as outlined above, the Reading Public Schools will work with the family to identify ways to fund the program (i.e. health insurance, financial assistance, etc.)~~

~~7. If a student or family wishes to appeal a Chemical Health violation, it must be filed with the building principal within 7 days of the confirmed violation. If the family wishes to appeal the Principal's decision to the Superintendent, it must be filed within 7 days of the appeals decision.~~

~~8. These regulations will be reviewed by the athletic department, health-wellness department, administration, police, and the Reading Coalition Against Substance Abuse (RCASA) on an annual basis to address changes that may be occurring in the use of illegal substances by students.~~

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1st Offense – 25%	
# of Events / Season	# of Events / Penalty
1-7	1
8-11	2
12-15	3
16-19	4
20 or over	5
2nd Offense – 60%	
# of Events / Season	# of Events / Penalty
1-3	1
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15-16	9
17-18	10
19	11
20 or over	12

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<u>2nd Offense w/Dependency Program – 40% if in the program throughout the penalty period.</u>	
<u># of Events / Season</u>	<u># of Events / Penalty</u>
<u>1-4</u>	<u>1</u>
<u>5-7</u>	<u>2</u>
<u>8-9</u>	<u>3</u>
<u>10-12</u>	<u>4</u>
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Adopted by the Reading School Committee on March 26, 2007
 Revised and Accepted by the Reading School Committee on April 9, 2012
 Revised and Adopted by the Reading School Committee on July 27, 2016

LEGAL REF.: [M.G.L. c.71:37H, 37H1/2 and 37H3/4 \(student discipline laws\)](#)
 M.G.L. 272:40A
 M.G.L. c.138, §34C
 M.G.L. c 94C.;
 Town of Reading Article ~~5-5-6~~8.9.6- Consumption of Alcoholic Beverages;
 Town of Reading Article 17: Section ~~5-5-10~~8.9.7- Public Consumption of Marijuana or Tetrahydrocannabinol
 Town of Reading, Board of Health Regulations, Section 16 as of 6/30/16

Commented [EG5]: Question for Erica M.: What is the town ordinance regarding fines for tobacco/nicotine use on school grounds?

Commented [EG6]: Question for Erica M.: Has Reading issued anything similar for marijuana consumption now that it is recreationally legal? If so, cite here.

CROSS REF.: [ADC, Tobacco Prohibition](#)
 IHAMB, Teaching About Drugs, Alcohol, and Tobacco
 GBEC, Drug Free Workplace Policy
[GBED, Tobacco Use on School Property by Staff Members](#)
[JICG – Tobacco Use by Students](#)
[JICH – Alcohol, Tobacco/Nicotine, and Drug Use by Students Prohibited](#)
[JK – Student Discipline](#)
[JJ – Co-curricular and Extra-curricular Activities](#)
[JJIB – Interscholastic Athletics](#)
[JLCD, Administering Medication to Students](#)
 MIAA ~~Chemical Health Guidelines~~[Rules and Regulations Governing Athletics \(MIAA.net\)](#)

[OR Chemical Health Guidelines](#)

¹ Per MIAA policy

ALCOHOL, TOBACCO, AND DRUG USE BY STUDENTS PROHIBITED

The Reading Public Schools seeks a drug free environment for its students and staff. To that end, RPS offers specialized training for school personnel so they may better address student needs for support and referral. Reading Public Schools was a founding member of the Reading Coalition Against Substance Abuse and actively participates in prevention efforts impacting the school system and the broader community. The purpose of the policy and the ensuing regulations that follow is:

- to ensure student safety,
- maintain compliance with MIAA rules/regulations so students can compete in the Middlesex League,
- maintain the intent of the federal drug free workplace policy, and

to provide guidance for school personnel and administrators.

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco product including vapor/E-cigarettes; marijuana or marijuana based products; illegal steroids (i.e. anabolic steroids for athletic performance); or any controlled substance. The School Committee prohibits the use or consumption by students of alcohol, tobacco products, or drugs on school property, at any school function, or at any school sponsored event.

Additionally, any student, who is under the influence of drugs or alcoholic beverages prior to, or during, attendance at or participation in a school-sponsored activity, will be barred from that activity and may be subject to disciplinary action.

Moreover, a student will not be penalized for proactively seeking assistance for a substance use problem for themselves or if attempting to get assistance for a friend per MGL94C, Section 34A, (Good Samaritan Law: Immunity from prosecution under Section 34 for persons seeking medical assistance for self or other experiencing drug-related overdose.

The school district shall utilize, in accordance with law, a verbal screening tool approved by the Department of Elementary and Secondary Education to screen students for substance abuse disorders. The tool shall be administered by trained staff on an annual basis at two grades in grades 6-12, as determined by the Superintendent.

Parents/guardians shall be notified prior to the opening of school each year. Parents/guardians shall have the right to opt out of the screening by written notice prior to or during the screening.

All statements made by a student during a screening are confidential and shall not be disclosed except in the event of immediate medical emergency or in accordance with law. De-identified results shall be reported to the Department of Public Health within 90 days of the completion of the screening process.

This policy shall be posted on the district's website and notice shall be provided to all students and parents of this policy in accordance with state law. Additionally, the district shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

Adopted by the Reading School Committee on March 26, 2007
Revised by the Reading School Committee on August 30, 2018

SOURCE: MASC February 2018

LEGAL REF.: M.G.L. 71:2A; 71:96; 71:97; 272:40A

CROSS REF.: IHAMA, Teaching About Drugs, Alcohol, and Tobacco
GBEC, Drug Free Workplace Policy
JLCD, Administering Medication to Students

Reading Public Schools Chemical Health Regulations for High School Students

The regulations below are in furtherance of the Reading School Committee's Policies on Drug Free Workplace (File: GBEC) and Teaching About Drugs, Alcohol, and Tobacco (File: IHAMB). If there is a conflict with these regulations and these policies or the RMHS Student Handbook, these regulations shall govern.

ALCOHOL AND OTHER DRUGS

Use or possession of alcohol/drugs is strictly prohibited both during school and at ANY school-sponsored event. Possession is defined in accordance with M.G.L. Drugs shall include without limitation:

- Any tobacco/nicotine product including delivery devices/nicotine (nicotine found in cigarettes, cigars, bidis, e-cigarettes, vape pens and smokeless tobacco)
- Alcohol (ethyl alcohol found in liquor, beer, wine)
- Cannabinoids (marijuana, hashish) and synthetic marijuana products
- Opioids (heroin, opium),
- Stimulants (cocaine, amphetamine, methamphetamine)
- Club Drugs (Ecstasy, GHB, Rohypnol®),
- Dissociative Drugs (Ketamine, PCPC and analogs, Salvia divinorum, and DXM (Dextromethorphan, robotripping)
- Hallucinogens (LSD, mescaline, psilocybin (mushrooms)
- Other compounds (anabolic steroids, bath salts)
- Inhalants
- Non-prescribed prescription drugs (depressants, stimulants, opioid pain relievers)
- Other performance enhancing stimulants
- Other performance enhancing supplements
- Any controlled substance as defined in M.G.L. 94C.
- Non-alcohol/near beer
- Any such substance, mentioned above, that is disguised in food products such as candy, baked goods, or dissolved in drinks

It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. In those instances, students shall follow proper procedures to notify the health and athletic departments.

Students in possession or deemed to be under the influence of alcohol/drugs while in school or at a school-sponsored event will be subject to suspension of 5 to 10 days and/or other disciplinary action (including expulsion) deemed appropriate by the school administration. In addition, students in possession or deemed to be under the influence of alcohol/drugs while in school or at a school-sponsored event will need to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the

program will be determined by the building principal and based upon the nature of the violation.

POSSESSION AND/OR USE OF ALCOHOL AND/OR DRUGS REGULATIONS

- Any student who is found on school premises or at school-sponsored or school-related events, including athletic games, in possession of a drug, alcohol or paraphernalia will be suspended and may be subject to expulsion from the school or school district.
- In addition, students in possession or deemed to be under the influence of alcohol/drugs while in school or at a school-sponsored event will need to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the program will be determined by the building principal and based upon the nature of the violation.
- Any student who is charged with a violation of the above paragraph shall be notified in writing of an opportunity for a hearing prior to the imposition of any suspension or expulsion in excess of ten (10) consecutive school days; provided, however that the student may have representation (at private expense), along with the opportunity to present evidence and witnesses at said hearing before the Principal.
- After said hearing, the Principal or reviewing officer may, in his/her discretion, decide to suspend rather than expel a student who has been determined to have violated the above stated rule.
- Any student who has been expelled from the school district pursuant to these provisions shall have the right to appeal to the Superintendent.
- The expelled student shall have ten (10) calendar days from the date of the expulsion in which to submit written notice to the Superintendent of his appeal. In any such appeal hearing, the student shall have the right to be represented by an attorney (at private expense), to examine the evidence against him, and to present evidence and witnesses in support of his appeal. The subject matter of the appeal shall not be limited solely to a factual determination of whether the student has violated any provisions of the above stated rule.
- When a student is expelled under the provisions of this section, no school or school district within the Commonwealth shall be required to admit such student or to provide educational services to said student. If said student does apply for admission to another school or school district, the superintendent of the school district to which the application is made may request and shall receive from the superintendent of the schools expelling said student, a written statement of the reasons for said expulsion. (M.G.L. c.71, §37H)
- Nothing in this regulation or in applicable Reading Public Schools' policies shall be construed as limiting the authority of a building principal or the Reading Public Schools to impose disciplinary sanctions or deny other privileges in accordance with district rules or policies or the laws of the Commonwealth of Massachusetts including, but not limited to, M.G.L. c.71, §37H, M.G.L. c.71, §37H1/2, and M.G.L. c. 76, sec. 17. In the event of any suspension or expulsion of a student from school, he/she will not be allowed to participate in any school related athletics or extracurricular activities during the time he/she is suspended or expelled from school.

SMOKING

In collaboration with the Board of Health, the high school will implement the following town ordinance regarding the use of tobacco and nicotine in public schools:

USE OF TOBACCO/NICOTINE IN PUBLIC SCHOOLS-Definitions

- School: Public primary, secondary, and vocational schools located in Reading
- School – Sponsored Activity: An activity at least partially funded or controlled by a school or a parent-teacher organization to which students are invited and which occurs off school grounds such as a field trip, class picnic or prom.
- School Ground: Property owned or controlled by a school within 100 feet, including but not limited to school buildings, structures, open space, sports or recreational facilities whether enclosed or not, vehicles owned or leased for the purpose of transporting students, school driveways, and parking lots. School grounds shall not mean any university property, college property, or adult education facility except during the time that these areas house public primary, secondary or vocational school programs.
- School Personnel: A person who performs services for a public school in Reading, including but not limited to principals, assistant principals, teachers, teacher’s aids, school counselors, coaches, assistant coaches, school nurses and therapists, cafeteria workers, administrative staff, janitorial staff, volunteers and interns.
- Student: A person enrolled at any primary or secondary school in Reading.
- Tobacco/Nicotine Product: Cigarettes, cigars, chewing tobacco, pipe tobacco, bidis, snuff, nicotine juice, or tobacco in any of its forms, or any product containing tobacco or nicotine.
- Tobacco/Nicotine Use: The inhaling, exhaling, chewing or burning of any form of tobacco and/or nicotine. Additionally, if an administrator witnesses tobacco smoke or vaping coming from a lavatory stall, he will anticipate tobacco/nicotine use.
- Visitor: A person on school grounds who is not a student or school personnel.

TOBACCO/NICOTINE PRODUCT USE PROHIBITED

No student, school personnel, or visitor shall use a tobacco or nicotine product at any time while on school grounds or at school-sponsored activity as defined above.

PENALTIES FOR TOBACCO/NICOTINE USE

- In case of a first violation during any of the 4 years of high school
 - One day suspension from school and attendance in a tobacco/nicotine education class
 - Payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40,§21D in the amount of \$75.00 and payable to the Town of Reading within twenty-one (21) days. In lieu of fine, 6 hours of community service
 - Notification to the violator’s parent or legal guardian of the infraction and mandatory parental conference
 - Mandatory one-hour tobacco/nicotine education class
- In the case of a second or subsequent violation within 4 years:
 - Three day suspension and attendance in a tobacco/nicotine education class

- Payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$75.00 and payable to the Town of Reading within twenty-one (21) days
- Mandatory parental conference
- In the case of a third offense within 4 years:
 - Three day suspension and attendance in a tobacco/nicotine education class
 - payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$75.00 and payable to the Town of Reading within twenty-one (21) days
 - Mandatory parental conference prior to re-admission to school
- In the case of a four or more offenses within 4 years:
 - Five day suspension and attendance in a tobacco/nicotine education class
 - payment of a ticket issued pursuant to Mass. Gen. Laws Ch 40, §21D in the amount of \$100.00 and payable to the Town of Reading within twenty-one (21) days
 - Mandatory parental conference prior to re-admission to school

Non-Criminal Method of Disposition

Whoever violates any provision of this regulation of which is subjected to a specific penalty shall be penalized by the non-criminal method of disposition as provided in Mass. Gen. Laws Ch 40 § 21D, which might result in eventual filing of a criminal complaint in the appropriate jurisdiction and venue.

Enforcement

The Board of Health of the Town of Reading and or the school officials specially designated by the Board of Health shall be responsible for enforcing this regulation.

Possession of tobacco/nicotine products

- Students found in possession of tobacco/nicotine products will have the item(s) confiscated.
- Failure to obey the request by faculty or staff to be given the items will be treated as insubordination and will be subject to detention and/or suspension after the student is afforded his/her due process rights.

Chemical Health Regulations for High School Athletics and Extra-curricular Activities

In addition to the regulations above, the regulations below represent an expansion upon the current Massachusetts Interscholastic Athletic Association (MIAA) guidelines on Chemical Health. These revised regulations are meant to support and educate our students who participate in athletics and/or school-sponsored extra-curricular activities while providing for a safe environment for our students. The consequences and penalties below are cumulative to the regulations above.

From the point that an enrolled student concludes their 8th grade year until they graduate at Reading Memorial High School or the final athletic event of their senior year (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or distribute any beverage containing Alcohol (ethyl alcohol found in liquor, beer,

wine); Tobacco/Nicotine (nicotine found in cigarettes, cigars, bidis, vape pens, hookahs and smokeless tobacco); Cannabinoids (marijuana, hashish); Synthetic marijuana, Opioids (heroin, fentanyl, opium); Stimulants (cocaine, amphetamine, methamphetamine); Club Drugs (Ecstasy, GHB, Rohypnol®); Dissociative Drugs (Ketamine, PCPC and analogs, Salvia divinorum, and DXM (Dextromethorphan, robotripping); Hallucinogens (LSD, mescaline, psilocybin (mushrooms); Other compounds (anabolic steroids, bath salts); Inhalants; Non-prescribed prescription drugs (depressants, stimulants, opioid pain relievers); Other performance enhancing stimulants; Other performance enhancing supplements; Any controlled substance as defined in M.G.L. c. 94c.; and/or Non-alcohol/near beer. For the purposes of this policy and the ensuing regulations, possession is defined by M.G.L. c.138, §34C (Possession or Transport of Alcohol) and any related case law. In addition, any such substance that is disguised in food products such as candy, baked goods or dissolved in drinks is prohibited under these regulations. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. In those instances, students shall follow proper procedures to notify the health and athletic departments.

If a student is in violation of these regulations during the summer following his or her eighth grade year and prior to his or her entrance into high school, the consequences may be reduced by the high school principal after consultation with the middle school administration.

It is the duty and obligation of any coach or advisor employed by the Reading Public Schools to report any known violations of these regulations or other applicable policies pertaining to the possession and/or use of alcohol or drugs to the athletic director and the building Principal. Failure to report a known incident will result in disciplinary action and possible termination.

If a student in violation of this rule is unable to participate in interscholastic sports or school-sponsored extra-curricular activities due to injury/illness or academics, the penalty will not take effect until that student is able to participate again.

Notwithstanding the violations listed below, there may be other factors relating to the offense including without limitation, quantity of the chemical substance, the behavior of the student or egregious nature of the violation which the Principal may consider at his/her discretion and elevate the violation below (e.g., from a first violation to a third violation) as well as impose additional penalties or sanctions. Coaches and advisors may not impose additional penalties or sanctions without the approval of the Principal. The following are the additional consequences for students who violate the above Chemical Health regulations.

First violation:

When the Principal confirmsⁱ, following an opportunity for the student to be heard, that a violation of this policy occurred, the student shall lose eligibility without delay for the next consecutive interscholastic contests and meetings/events of the school-sponsored extra-curricular activity totaling 25% of all interscholastic contests and meetings/events in that *sport* or of school sponsored extra-curricular activities in which the student participates. In addition, the student will need to participate in and complete an approved program that focuses on one of the

following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the program will be determined by the building principal and based upon the nature of the violation. The program will be paid for by the parent/guardian of the student. In regard to interscholastic sports and other competitive extra-curricular activities, it is recommended that the student be allowed to remain at practice or meetings for the purpose of rehabilitation. During the suspension, the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school principal. The high school principal, in collaboration with a chemical dependency treatment or counseling program, must certify that student is attending or has received a certificate of completion from such a program. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

A student may not participate in interscholastic competition or participate in school-sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence, treatment, or counseling program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Second violation:

When the Principal confirms, following an opportunity for the student to be heard, that a second violation has occurred, the student shall lose eligibility without delay for the next consecutive interscholastic contests and meetings/events of the school-sponsored extra-curricular activity totaling 60% of all interscholastic contests in that sport and/or of school-sponsored extra-curricular activities in which the student participates. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If, after a second violation, the student, of his/her own volition, becomes a participant in an approved chemical dependency, treatment, or counseling program, the student may be certified for reinstatement in Reading Public School interscholastic sports and extra-curricular activities after a minimum of 40% of events provided the student was fully engaged in the program throughout that penalty period. In regard to interscholastic sports and other competitive extra-curricular activities, it is recommended that the student be allowed to remain at practice or meetings for the purpose of rehabilitation. During the suspension, the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school principal. The high school principal, in collaboration with a chemical dependency treatment or counseling program, must certify that student is attending or has received a certificate of completion from such a program. If student does not complete program, the penalty reverts back to 60% of the interscholastic contests or meetings/events of the school-sponsored extra-curricular activity in which the student is participating. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year)

A student may not participate in interscholastic competition or participate in school-sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence, treatment, or counseling program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Third and subsequent violations:

When the Principal confirms, following an opportunity for the student to be heard, that a third or subsequent violation has occurred, the student shall lose eligibility without delay for one calendar year in all athletic and extra-curricular activities.

If, after the third violation, the student, of his/her own volition, becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in Reading Public School athletic or extra-curricular activities after six (6) months provided the student was fully engaged in the program throughout that penalty period. The high school principal in collaboration with a chemical dependency, treatment, or counseling program, must certify that student is attending or has received a certificate of completion. If student does not complete a program, the penalty reverts back to one calendar year. The program is funded by the parent/guardian. This exception shall not apply to fourth or subsequent violations of this policy.

After a finding of a third or subsequent violation, a student will not be allowed to attend any practices or extra-curricular activities in any capacity during the period of his/her loss of eligibility.

Penalties shall be cumulative each academic year, but serving the penalty could carry over for one (1) year. If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

A student may not return to interscholastic competition or participate in school sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence or treatment program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Other

1. A student entering their Junior or Senior year that has violated the chemical health policy may participate in an interscholastic sport and extra-curricular activity in which they have

not previously participated in during high school in order to serve the loss of eligibility. The student's loss of eligibility, however, will apply to both the new interscholastic sport or school-sponsored extra-curricular activity and the interscholastic sport or school-sponsored extra-curricular activities in which the student had participated in during previous years in the manner outlined below. Students found in violation of this policy may participate in interscholastic sports and extra-curricular activities in which they have not previously participated, but will serve the suspension in both the new sport/activity and 10% of the events from next sport/activity that he or she has participated in during previous years. For example, a student who has only played ice hockey during his/her Freshman and Sophomore years, and then violates the policy for the first time during the spring of his/her junior year, but then decides to run Cross Country in their Senior year for the first time, will serve the normal 25% penalty during the Cross Country season and then a 10% penalty during the Ice Hockey season. The high school principal will have the final decision on each situation.

2. If a student is serving a penalty during a season where he/she participates in both athletics and extra-curricular activities, the student will serve the penalty for both or all of the activities and contests. For example, if a student participates in a fall sport and the fall drama production, he/she will serve the penalty for both the fall sport and the fall drama production.
3. When a student leader has been elected for a leadership position and subsequently is found in violation of these regulations, that student will lose all rights to continue to be an officer of that organization and forfeits the right to be selected for any other leadership position for one calendar year from the date of the violation.
4. When an athlete has been designated as a team captain—and then subsequently is found in violation of these regulations, that athlete will lose all rights to continue to be a captain of that sport and forfeit the rights to be selected a captain in any other sport for one calendar year from the date of the violation.
5. If a student loses multiple leadership positions and/or team captain positions as a result of a chemical health violation, they may appeal to the high school principal for restoration of other leadership/captain positions beyond the first position. An exception to this is National Honor Society which has its own bylaws regarding an appeal process.
6. If a family cannot afford to pay for a program as outlined above, the Reading Public Schools will work with the family to identify ways to fund the program (i.e. health insurance, financial assistance, etc.)
7. If a student or family wishes to appeal a Chemical Health violation, it must be filed with the building principal within 7 days of the confirmed violation. If the family wishes to appeal the Principal's decision to the Superintendent, it must be filed within 7 days of the appeals decision.
- 8.

9. These regulations will be reviewed by the athletic department, health-wellness department, administration, police, and the Reading Coalition Against Substance Abuse (RCASA) on an annual basis to address changes that may be occurring in the use of illegal substances by students.

1st Offense - 25%	
# of Events / Season	# of Events / Penalty
1-7	1
8-11	2
12-15	3
16-19	4
20 or over	5
2nd Offense - 60%	
# of Events / Season	# of Events / Penalty
1-3	1
4	2
5-6	3
7-8	4
9	5
10-11	6
12-13	7
14	8
15-16	9
17-18	10
19	11
20 or over	12
2nd Offense w/Dependency Program - 40% if in the program throughout the penalty period.	
# of Events / Season	# of Events / Penalty
1-4	1
5-7	2
8-9	3
10-12	4
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20 or over	8

Adopted by the Reading School Committee on March 26, 2007

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LEGAL REF.: M.G.L. 272:40A
M.G.L. c.138, §34C
M.G.L. c 94C.;
Town of Reading Article 5.5.6- Consumption of Alcoholic Beverages;
Town of Reading Article 17: Section 5.5.10- Public Consumption of
Marijuana or Tetrahydrocannabinol
Town of Reading, Board of Health Regulations, Section 16 as of 6/30/16

CROSS REF.: IHAMB, Teaching About Drugs, Alcohol, and Tobacco
GBEC, Drug Free Workplace Policy
MIAA Chemical Health Guidelines

¹ Per MIAA policy

APPENDIX J

File: JICH

****ALCOHOL, TOBACCO/NICOTINE, AND DRUG USE BY STUDENTS PROHIBITED***

The Reading Public Schools seeks a drug free environment for its students and staff. To that end, RPS offers specialized training for school personnel so they may better address student needs for support and referral. Reading Public Schools was a founding member of the Reading Coalition Against Substance Abuse and actively participates in prevention efforts impacting the school system and the broader community. The purpose of the policy and the ensuing regulations that follow is:

- o to ensure student safety,
- o maintain compliance with MIAA rules/regulations so students can compete in the Middlesex League,
- o maintain the intent of the federal drug free workplace policy, and to provide guidance for school personnel and administrators.

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco/nicotine product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance. The School Committee prohibits the use or consumption by students of alcohol, tobacco/nicotine products, or drugs on school property or at any school function, regardless of the function's physical location. For the purposes of this policy and the ensuing regulations, possession is defined by M.G.L. c.138, §34C and any related case law.

Additionally, any student who is under the influence of drugs or alcoholic beverages prior to, or during attendance at or participation in a school-sponsored activity, will be barred from that activity and may be subject to disciplinary action as defined in the regulations herein and in the student handbook.

Moreover, a student will not be penalized for pro-actively seeking assistance for a substance use problem for themselves or if attempting to get assistance for a friend per MGL94C, Section 34A, Good Samaritan Law: MGL 94C: Section 34A Immunity from prosecution under Secs. 34 or 35 for persons seeking medical assistance for self or other experiencing drug-related overdose

This policy shall be posted on the district's website and notice shall be provided to all students and parents of this policy in accordance with state law. Additionally, the district

shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

Adopted by the Reading School Committee on March 26, 2007

Revised and Accepted by the Reading School Committee on April 9, 2012

Revised and Adopted by the Reading School Committee on July 27, 2016

LEGAL REF.: M.G.L. c. 272, §40A, M.G.L. c. 71, §37H; M.G.L. c. 76, sec. 17
M.G.L. c.138, §34C; M.G.L. c 94C.; Town of Reading Article 5.5.6-
Consumption of Alcoholic Beverages; Town of Reading Article 17:
Section 5.5.10- Public Consumption of Marijuana or
Tetrahydrocannabinol

CROSS REF.: IHAMB, Teaching About Drugs, Alcohol, and Tobacco
GBEC, Drug Free Workplace Policy

LEGAL REF.: M.G.L. 272:40A
M.G.L. c.138, §34C
M.G.L. c 94C.;
Town of Reading Article 5.5.6- Consumption of Alcoholic Beverages;
Town of Reading Article 17: Section 5.5.10- Public Consumption of
Marijuana or Tetrahydrocannabinol
Town of Reading, Board of Health Regulations, Section 16 as of
6/30/16

CROSS REF.: IHAMB, Teaching About Drugs, Alcohol, and Tobacco
GBEC, Drug Free Workplace Policy
MIAA Chemical Health Guidelines

APPENDIX K

Reading Public Schools

Chemical Health Regulations for High School Students

The regulations below are in furtherance of the Reading School Committee's Policies on Drug Free Workplace (File: GBEC) and Teaching About Drugs, Alcohol, and Tobacco (File: IHAMB). If there is a conflict with these regulations and these policies or the RMHS Student Handbook, these regulations shall govern.

BANNED SUBSTANCES- NICOTINE, VAPE & TOBACCO PRODUCTS

- Any tobacco/nicotine product including delivery devices/nicotine (nicotine found in cigarettes, cigars, bidis, e-cigarettes, vape pens and smokeless tobacco)

In collaboration with the Board of Health, the high school may implement the following town ordinance regarding the use of tobacco and nicotine in public schools:

USE OF TOBACCO/NICOTINE IN PUBLIC SCHOOLS-Definitions

- School: Public primary, secondary, and vocational schools located in Reading
- School – Sponsored Activity: An activity at least partially funded or controlled by a school or a parent-teacher organization to which students are invited and which occurs off school grounds such as a field trip, class picnic or prom.
- School Grounds: Property owned or controlled by a school within 100 feet, including but not limited to school buildings, structures, open space, sports or recreational facilities whether enclosed or not, vehicles owned or leased for the purpose of transporting students, school driveways, and parking lots. School grounds shall not mean any university property, college property, or adult education facility except during the time that these areas house public primary, secondary or vocational school programs.
- School Personnel: A person who performs services for a public school in Reading, including but not limited to principals, Assistant Principals, teachers, PARAP, school counselors, coaches, assistant coaches, school nurses and therapists, cafeteria workers, administrative staff, custodial staff, volunteers and interns.
- Student: A person enrolled at any primary or secondary school in Reading.

- Tobacco/Nicotine Product: Cigarettes, cigars, chewing tobacco, pipe tobacco, bidis, snuff, nicotine juice, or tobacco in any of its forms, or any product containing tobacco or nicotine.
- Tobacco/Nicotine Use: The inhaling, exhaling, chewing or burning of any form of tobacco and/or nicotine. Additionally, if a staff member witnesses tobacco smoke or vaping coming from a lavatory stall, he will anticipate tobacco/nicotine use.
- Visitor: A person on school grounds who is not a student or school personnel.

TOBACCO/NICOTINE PRODUCT USE PROHIBITED

No student, school personnel, or visitor shall use a tobacco or nicotine product at any time while on school grounds or at school-sponsored activity as defined above.

PENALTIES FOR TOBACCO/NICOTINE USE DURING HIGH SCHOOL

Possible 1-3 day(s) suspension

Referral to Approved Program

Additional provisions may apply if student is in extracurricular activities (refer to Chemical Health violations)

Non-Criminal Method of Disposition

Whoever violates any provision of this regulation of which is subjected to a specific penalty shall be penalized by the non-criminal method of disposition as provided in Mass. Gen. Laws Ch 40 § 21D, which might result in eventual filing of a criminal complaint in the appropriate jurisdiction and venue.

Enforcement

The Board of Health of the Town of Reading and or the school officials specially designated by the Board of Health shall be responsible for enforcing this regulation.

Possession of tobacco/nicotine products

- Students found in possession of tobacco/nicotine products will have the item(s) confiscated. No option to be returned.
- Failure to obey the request by faculty or staff to be given the items will be treated as insubordination and will be subject to detention and/or suspension after the student is afforded his/her due process rights.

BANNED SUBSTANCES- ALCOHOL AND OTHER DRUGS OTHER THAN NICOTINE

Use or possession of alcohol/drugs is strictly prohibited both during school and at ANY school-sponsored event. Possession is defined in accordance with M.G.L. Drugs shall include without limitation:

1. Alcohol (ethyl alcohol found in liquor, beer, wine)
2. Cannabinoids including Butane Hash Oil (marijuana, hashish)
3. Synthetic marijuana products
4. Opioids (heroin, opium) fentanyl and all derivatives
5. Stimulants (cocaine, amphetamine, methamphetamine)
6. Club Drugs (Ecstasy, GHB, Rohypnol®)
7. Dissociative Drugs (Ketamine, PCPC and analogs, Salvia divinorum, and DXM (Dextromethorphan, robotripping)
8. Hallucinogens (LSD, mescaline, psilocybin/mushrooms, DMT/Dimethyltryptamine)
9. Other compounds (anabolic steroids, bath salts)
10. Inhalants (defined as any substance that produces a mind-altering effect when inhaled OR smelling or inhaling the fumes of any substance having the property of releasing toxic vapors)
11. Non-prescribed prescription drugs (depressants, stimulants (Adderall, Ritalin), opioid pain relievers)
12. Other performance enhancing stimulants
13. Other performance enhancing supplements
14. Any controlled substance as defined in M.G.L. 94C.
15. Non-alcohol/near beer
16. Any such substance, mentioned above, that is disguised in food products such as candy, baked goods, or dissolved in drinks

It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. In those instances, students shall follow proper procedures to notify the health and athletic departments.

Students in possession or deemed to be under the influence of alcohol/drugs other than nicotine while in school or at a school-sponsored event may be subject to suspension of 5 to 10 days and/or other disciplinary action (including expulsion) deemed appropriate by the school administration. In addition, students in possession or deemed to be under the influence of alcohol/drugs while in school or at a school-sponsored event will need to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the program will be determined by the Principal and based upon the nature of the violation. Please see Approved Programs explanation.

POSSESSION AND/OR USE OF ALCOHOL AND/OR DRUGS REGULATIONS

- Any student who is found on school premises or at school-sponsored or school-related events, including athletic games, in possession of a drug, alcohol or paraphernalia will be suspended and may be subject to expulsion from the school or school district.
- In addition, students in possession or deemed to be under the influence of alcohol/drugs while in school or at a school-sponsored event will need to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the program will be determined by the Principal and based upon the nature of the violation.
- Any student who is charged with a violation of the above paragraph shall be notified in writing of an opportunity for a hearing prior to the imposition of any suspension or expulsion in excess of ten (10) consecutive school days; provided, however that the student may have representation (at private expense), along with the opportunity to present evidence and witnesses at said hearing before the Principal.
- After said hearing, the Principal or reviewing officer may, in his/her discretion, decide to suspend rather than expel a student who has been determined to have violated the above stated rule.
- Any student who has been expelled from the school district pursuant to these provisions shall have the right to appeal to the Superintendent.
- The expelled student shall have ten (10) calendar days from the date of the expulsion in which to submit written notice to the Superintendent of his appeal. In

any such appeal hearing, the student shall have the right to be represented by an attorney (at private expense), to examine the evidence against them, and to present evidence and witnesses in support of their appeal. The subject matter of the appeal shall not be limited solely to a factual determination of whether the student has violated any provisions of the above stated rule.

· When a student is expelled under the provisions of this section, no school or school district within the Commonwealth shall be required to admit such student or to provide educational services to said student. If said student does apply for admission to another school or school district, the superintendent of the school district to which the application is made may request and shall receive from the superintendent of the schools expelling said student, a written statement of the reasons for said expulsion. (M.G.L. c.71, §37H)

· Nothing in this regulation or in applicable Reading Public Schools' policies shall be construed as limiting the authority of a Principal or the Reading Public Schools to impose disciplinary sanctions or deny other privileges in accordance with district rules or policies or the laws of the Commonwealth of Massachusetts including, but not limited to, M.G.L. c.71, §37H, M.G.L. c.71, §37H1/2, and M.G.L. c. 76, sec. 17. In the event of any suspension or expulsion of a student from school, he/she will not be allowed to participate in any school related athletics or extracurricular activities during the time he/she is suspended or expelled from school.

Chemical Health Regulations for High School Athletics and Extra-curricular Activities

In addition to the regulations above, the regulations below represent an expansion upon the current Massachusetts Interscholastic Athletic Association (MIAA) guidelines on Chemical Health. These revised regulations are meant to support and educate our students who participate in athletics and/or school-sponsored extra-curricular activities while providing for a safe environment for our students. The consequences and penalties below are cumulative to the regulations above.

From the point that an enrolled student concludes their 8th grade year until they graduate at Reading Memorial High School or the final athletic event of their senior year (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, attempt to buy/sell, buy/sell, or distribute any beverage containing---

17. Alcohol (ethyl alcohol found in liquor, beer, wine)
18. Cannabinoids including Butane Hash Oil (marijuana, hashish)
19. Synthetic marijuana products

20. Opioids (heroin, opium) fentanyl and all derivatives
21. Stimulants (cocaine, amphetamine, methamphetamine)
22. Club Drugs (Ecstasy, GHB, Rohypnol®)
23. Dissociative Drugs (Ketamine, PCPC and analogs, Salvia divinorum, and DXM (Dextromethorphan, robotripping))
24. Hallucinogens (LSD, mescaline, psilocybin/mushrooms, DMT/Dimethyltryptamine)
25. Other compounds (anabolic steroids, bath salts)
26. Inhalants (defined as any substance that produces a mind-altering effect when inhaled OR smelling or inhaling the fumes of any substance having the property of releasing toxic vapors)
27. Non-prescribed prescription drugs (depressants, stimulants (Adderall, Ritalin), opioid pain relievers)
28. Other performance enhancing stimulants
29. Other performance enhancing supplements
30. Any controlled substance as defined in M.G.L. 94C.
31. Non-alcohol/beer
32. Any such substance, mentioned above, that is disguised in food products such as candy, baked goods, or dissolved in drinks

For the purposes of this policy and the ensuing regulations, possession is defined by M.G.L. c.138, §34C (Possession or Transport of Alcohol) and any related case law.

It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. In those instances, students shall follow proper procedures to notify the health and athletic departments.

If a student is in violation of these regulations during the summer following his or her eighth grade year and prior to his or her entrance into high school, the consequences may be reduced by the high school principal after consultation with the middle school administration.

It is the duty and obligation of any coach or advisor employed by the Reading Public Schools to report any known violations of these regulations or other applicable policies pertaining to the possession and/or use of alcohol or drugs to the athletic director and the Principal . Failure to report a known incident will result in disciplinary action and possible termination.

If a student in violation of this rule is unable to participate in interscholastic sports or school-sponsored extra-curricular activities due to injury/illness or academics, the penalty will not take effect until that student is able to participate again.

Notwithstanding the violations listed below, there may be other factors relating to the offense including without limitation, quantity of the chemical substance, the behavior of the student or egregious nature of the violation which the Principal may consider at his/her discretion and elevate the violation below (e.g., from a first violation to a third violation) as well as impose additional penalties or sanctions.

Coaches and advisors may not impose additional penalties or sanctions without the approval of the Principal.

The following are the additional consequences for students who violate the above Chemical Health regulations.

First violation:

When the School Administrator confirms^[i] , following an opportunity for the student to be heard, that a violation of this policy occurred, the student shall lose eligibility without delay for the next consecutive interscholastic contests and meetings/events of the school-sponsored extra-curricular activity totaling 25% of all interscholastic contests and meetings/events including scrimmages in that *sport* or of school sponsored extra-curricular activities in which the student participates.

In addition, the student will need to participate in and complete an approved program that focuses on one of the following areas: health education, chemical dependency, substance abuse counseling, or treatment. The content, nature, and length of the program will be determined by the Principal and based upon the nature of the violation. The program will be paid for by the parent/guardian of the student.

In regard to interscholastic sports and other competitive extra-curricular activities, it is recommended that the student be allowed to remain at practice or meetings for the purpose of rehabilitation. During the suspension, the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school

principal. The high school principal, in collaboration with a chemical dependency treatment or counseling program, must certify that student is attending or has received a certificate of completion from such a program. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

A student may not participate in interscholastic competition including scrimmages or participate in school-sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence, treatment, or counseling program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Second violation:

When the Principal confirms, following an opportunity for the student to be heard, that a second violation has occurred, the student shall lose eligibility without delay for the next consecutive interscholastic contests and meetings/events including scrimmages of the school-sponsored extra-curricular activity totaling 60% of all interscholastic contests in that sport and/or of school-sponsored extra-curricular activities in which the student participates. When calculating the number of events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If, after a second violation, the student, of his/her own volition, becomes a participant in an approved chemical dependency, treatment, or counseling program, the student may be certified for reinstatement in Reading Public School interscholastic sports and extra-curricular activities after a minimum of 40% of events provided the student was fully engaged in the program throughout that penalty period. In regard to interscholastic sports and other competitive extra-curricular activities, it is recommended that the student be allowed to remain at practice or meetings for the purpose of rehabilitation.

During the suspension, the disqualified student may not be in uniform and his/her attendance at the competition site is determined by the high school principal. The high school principal, in collaboration with a chemical dependency treatment or counseling program, must certify that student is attending or has received a certificate of completion from such a program. If student does not complete program, the penalty reverts back to 60% of the interscholastic contests or meetings/events of the school-sponsored extra-curricular activity in which the student is participating. When calculating the number of

events for which the student has lost eligibility, all fractional parts of an event will be dropped.

If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year)

A student may not participate in interscholastic competition or participate in school-sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence, treatment, or counseling program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Third and subsequent violations:

When the Principal confirms, following an opportunity for the student to be heard, that a third or subsequent violation has occurred, the student shall lose eligibility without delay for one calendar year in all athletic and extra-curricular activities.

If, after the third violation, the student, of his/her own volition, becomes a participant in an approved chemical dependency program or treatment program, the student may be certified for reinstatement in Reading Public School athletic or extra-curricular activities after six (6) months provided the student was fully engaged in the program throughout that penalty period. The high school principal in collaboration with a chemical dependency, treatment, or counseling program, must certify that student is attending or has received a certificate of completion. If student does not complete a program, the penalty reverts back to one calendar year. The program is funded by the parent/guardian. This exception shall not apply to fourth or subsequent violations of this policy.

After a finding of a third or subsequent violation, a student will not be allowed to attend any practices or extra-curricular activities in any capacity during the period of his/her loss of eligibility.

Penalties shall be cumulative across an academic career, but serving a single penalty may carry over from one year to the next. If the penalty period is not completed during the season of violation, the penalty shall carry over to the student's next season of actual participation, which may affect the eligibility status of the student during the next academic year. (e.g., a student plays only football: he violates the rule in winter and/or the spring of same academic year: he would serve the penalty [ies] during the fall season of the next academic year).

A student may not return to interscholastic competition or participate in school sponsored extra-curricular activities until they have submitted a certificate of completion from the chemical dependence or treatment program and have served the suspension from the sport or activity. The program will be funded by the parent/guardian.

Other

1. A student entering their Junior or Senior year that has violated the chemical health policy may participate in an interscholastic sport and extra-curricular activity in which they have not previously participated in during high school in order to serve the loss of eligibility. The student's loss of eligibility, however, will apply to both the new interscholastic sport or school-sponsored extra-curricular activity and the interscholastic sport or school-sponsored extra-curricular activities in which the student had participated in during previous years in the manner outlined below. Students found in violation of this policy may participate in interscholastic sports and extra-curricular activities in which they have not previously participated, but will serve the suspension in both the new sport/activity and 10% of the events from next sport/activity that he or she has participated in during previous years. For example, a student who has only played ice hockey during his/her Freshman and Sophomore years, and then violates the policy for the first time during the spring of his/her junior year, but then decides to run Cross Country in their Senior year for the first time, will serve the normal 25% penalty during the Cross Country season and then a 10% penalty during the Ice Hockey season. The high school principal will have the final decision on each situation.

2. If a student is serving a penalty during a season where he/she participates in both athletics and extra-curricular activities, the student will serve the penalty for both or all of the activities and contests. For example, if a student participates in a fall sport and the fall drama production, he/she will serve the penalty for both the fall sport and the fall drama production.

3. When a student leader has been elected for a leadership position and subsequently is found in violation of these regulations, that student will lose all rights to continue to be an officer of that organization and forfeits the right to be selected for any other leadership position for one calendar year from the date of the violation.

4. When an athlete has been designated as a team captain—and then subsequently is found in violation of these regulations, that athlete will lose all rights to continue to be a captain of that sport and forfeit the rights to be selected a captain in any other sport for one calendar year from the date of the violation.

5. If a student loses multiple leadership positions and/or team captain positions as a result of a chemical health violation, they may appeal to the high school principal for restoration of other leadership/captain positions beyond the first position. An exception to this is National Honor Society which has its own bylaws regarding an appeal process.

6. If a family cannot afford to pay for a program as outlined above, the Reading Public Schools will work with the family to identify ways to fund the program (i.e. health insurance, financial assistance, etc.)

7. If a student or family wishes to appeal a Chemical Health violation, it must be filed with the Principal within 7 days of the confirmed violation. If the family wishes to appeal the Principal's decision to the Superintendent, it must be filed within 7 days of the appeals decision.

8. These regulations will be reviewed by the athletic department, health-wellness department, administration, police, and the Reading Coalition Against Substance Abuse (THE COALITION) on an annual basis to address changes that may be occurring in the use of illegal substances by students.

1st Offense - 25%	
# of Events / Season	# of Events / Penalty
1-7	1
8-11	2
12-15	3
16-19	4

20 or over	5
2nd Offense - 60%	
# of Events / Season	# of Events / Penalty
1-3	1
4	2
5-6	3
7-8	4
9	5
10-11	6
12-13	7
14	8
15-16	9
17-18	10
19	11
20 or over	12

2nd Offense w/Dependency Program - 40% if in the program throughout the penalty period.	
# of Events / Season	# of Events / Penalty
1-4	1
5-7	2
8-9	3
10-12	4
13-14	5
15-17	6
18-19	7
20 or over	8

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Revised and Adopted by the Reading School Committee on July 27, 2016

LEGAL REF.: M.G.L. 272:40A
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Town of Reading Article 5.5.6- Consumption of Alcoholic Beverages;
Town of Reading Article 17: Section 5.5.10- Public Consumption of
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CROSS REF.: IHAMB, Teaching About Drugs, Alcohol, and Tobacco

GBEC, Drug Free Workplace Policy

MIAA Chemical Health Guidelines

[i] Per MIAA policy



Administrative Offices
82 Oakland Road
Reading, MA 01867
781 944-5800

READING SCHOOL COMMITTEE

Thomas Wise Chair
Shawn Brandt Vice-Chair

Erin Gaffen
Sarah McLaughlin
Carla Nazzaro
Charles Robinson

Thomas Milaschewski, Ed.D.
Superintendent of Schools

TO: Reading School Committee
FROM: Thomas Wise, Reading School Committee Chair
DATE: May 5, 2022
TOPIC: School Committee Letter to Support \$25K Earmark for Robotics Program

At our meeting on the 9th of May, I will ask the School Committee to deliberate on a Letter of Support for a \$25K Earmark for the RMHS Robotics Team/Program. That letter would then be sent to Senator Jason Lewis to request his support when the Senate and House budget is reconciled later this year.

To my knowledge, this earmark originated after Representative Brad Jones attended the Robotics competition back in March. Representative Jones and I talked briefly following that competition. He then talked more with Dr. Milaschewski when he visited Killam earlier this Spring. Finally, Representative Jones worked with Representative Haggerty to jointly submit the Earmark in the House Budget. Thus, due to their already existing support, I will suggest we carbon copy them in the letter to Senator Lewis.

I am planning to try to work on the letter over the weekend with some members of the Robotics team and their parents. If anybody wants to work with us on the initial draft, providing it is not more than two of the rest of the Committee, please let me know.

I am then hoping we can review that draft, make any edits we all agree on, and vote to send it through to Senator Lewis, Representative Haggerty, and Representative Jones prior to the reconciliation budget is completed.

Thank you.

Thomas Wise
Reading School Committee Chair

**READING HOUSE
BUDGET WINS**

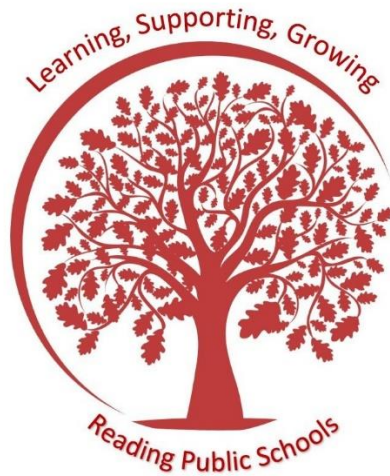
Reading Memorial
High School
Robotics Team

\$25,000 has been allocated to support the high school robotocs team and to defray the costs for students.

\$25,000

Jointly Filed with State Representative Brad Jones

Reading Public Schools
School Committee Meeting Packet
May 9, 2022



Information/ Correspondence

Email From Jennifer Flynn – RE: MSBA/Reading: J. Warren Killam Elementary School Eligibility Period Deliverable – Educational Profile Questionnaire

From: Jennifer Flynn <Jennifer.Flynn@massschoolbuildings.org>

Date: May 4, 2022 at 11:31:27 AM EDT

To: "Maltez, Fidel" <fmaltez@ci.reading.ma.us>

Cc: Kathryn DeCristofaro <Kathryn.Decristofaro@massschoolbuildings.org>, Elena Seiti <Elena.Seiti@massschoolbuildings.org>, "Herrick, Karen" <karen.herrick@ci.reading.ma.us>, mark.dockser@ci.reading.ma.us, "Wise, Thomas" <Thomas.Wise@reading.k12.ma.us>, "Milaschewski, Thomas" <Thomas.Milaschewski@reading.k12.ma.us>

Subject: MSBA/Reading: J. Warren Killam Elementary School Eligibility Period Deliverable – Educational Profile Questionnaire

Good morning, Mr. Maltez:

On March 2, 2022, the Board of the Massachusetts School Building Authority (the “MSBA”) voted to authorize the Town of Reading (the “District”) into Eligibility Period for the J. Warren Killam Elementary School. The 270-day Eligibility Period formalizes and streamlines the beginning of the MSBA’s grant approval process and benefits the District by providing a definitive schedule for the completion of preliminary requirements, assisting with the determination of financial and community readiness, and identifying needs for planning and budgeting. Successful completion of all activities in the Eligibility Period will allow the District to be eligible for an MSBA invitation into Feasibility Study.

As mentioned during the Module 1 Orientation, I will be the Project Coordinator for this project, and any questions or comments may be directed to me either by email or phone call.

Attached to this email please find:

- The Educational Profile Questionnaire for the J. Warren Killam Elementary School project. The Educational Profile Questionnaire is a requirement of Eligibility Period, which will further inform the MSBA’s understanding of the District’s current and proposed facilities, teaching methodology, grade configurations, and program offerings. The Educational Profile Questionnaire is due electronically to the MSBA **no later than August 30, 2022;**

Please note the Educational Profile Questionnaire is being provided prior to the commencement of the District’s Eligibility Period as a courtesy to allow more time for completion ahead of the deliverable due date, which for the District is August 30, 2022. The MSBA cannot accept this a draft or final version of this document ahead of the District’s Eligibility Period commencement date, which is on June 1, 2022.

One additional email regarding the specifics of the District’s Eligibility Period will be sent on May 18, 2022, which is approximately two weeks prior to the commencement date of the District’s Eligibility Period, on June 1, 2022, and will provide more information about the additional deliverables as listed on page three of the attached Board Action letter.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,
Jenn

Jennifer Flynn

Senior Project Coordinator
Massachusetts School Building Authority
40 Broad Street; Suite 500
Boston MA 02109
617-720-4466

www.massschoolbuildings.org

Eligibility Period Schedule of Deliverables

Town of Reading J. Warren Killam Elementary School

MSBA Board of Directors Meeting – March 2, 2022

Eligibility Period Commences – June 1, 2022		
MODULE ONE - Eligibility Period		
Deliverable	Days	Due Date and Status
Initial Compliance Certification	30	July 1, 2022 Required
School Building Committee	60	July 31, 2022 Required
Educational Profile Questionnaire	90	August 30, 2022 Required
Online Enrollment Projection	90	August 30, 2022 Required
Enrollment/Certification Executed	180	November 28, 2022 Required
Maintenance and Capital Planning Information	180	November 28, 2022 Required
Local Vote Authorization	270	February 27, 2023 Required
Feasibility Study Agreement	270	February 27, 2023 Required
Eligibility Period Concludes – February 27, 2023		

Note: If the District has concerns about meeting any of the following deadlines, please let the MSBA know by June 1, 2022. The MSBA will require districts that are unable to complete the preliminary requirements within the timeframes noted for each to withdraw its SOI and reapply when the District has the financial and community support required.

**Massachusetts School Building Authority
School District Educational Profile Questionnaire (the “Questionnaire”)**

Date _____

Name of School District (the “District”)_____

Name of Priority Statement of Interest School _____

Author(s) of the Educational Profile Questionnaire (Name, Title)_____

As part of the District’s invitation into the Eligibility Period, the MSBA is seeking the following information as a way to confirm what the District provided in its 2021 Statement of Interest and discussions during the Senior Study, and to further inform our understanding of the School District’s facilities, teaching methodology, and program offerings.

SECTION ONE: District-wide Facilities

A. Please confirm the following pre-populated MSBA 2016 School Survey information for all public schools in the District using a “Y” for accurate and “N” for not accurate. Additionally, please complete any non pre-populated information.

School Name	Grades originally intended to be served in the school facility	Grades currently served in the school facility	Year Founded	Last Add or Reno Year	Total GSF	Y/N
Alice M. Barrows ES	K-5	K-5	1964		60,000	
Birch Meadow ES	K-5	K-5	1957		58,500	
Joshua Eaton ES	K-5	K-5	1949		56,000	
J. Warren Killam ES	K-5	K-5	1969		59,090	
Wood End ES	K-5	K-5	2004		52,000	
Arthur W Coolidge MS	6-8	6-8	1961		96,000	
Walter S Parker MS	6-8	6-8	1961		96,000	
Reading Memorial HS	9-12	9-12	1954		330,000	

B. Using the space below, please describe how students progress from grades K to 12 (e.g. students from North Elementary School attend East Middle School, students from South Elementary School attend West Middle School, and students from both middle schools attend ABC High School). Additionally, please update any inaccurate School Survey data that was pre-populated.

[Type text here...]

DRAFT

SECTION TWO: Current Priority Statement of Interest School, J. Warren Killam Elementary School

A. Please complete the chart below indicating the number of each room type currently in the J. Warren Killam Elementary School. Please use the Comments column to further describe a program, if applicable.

<u>ROOM TYPE</u>	No. of Rooms (e.g. N/A, 1, 2, etc.)	Comments
<u>CORE ACADEMIC SPACES</u>		
<i>Pre-Kindergarten (indicate full/ half day in the Comments column)</i>		
<i>Kindergarten (indicate full/ half day in the Comments column)</i>		
<i>Grade 1</i>		
<i>Grade 2</i>		
<i>Grade 3</i>		
<i>Grade 4</i>		
<i>Grade 5</i>		
<i>Grade 6</i>		
<i>Grade 7</i>		
<i>Grade 8</i>		
<i>Math (Grades 9-12)</i>		
<i>Science/ General Classroom (Grades 9-12)</i>		
<i>Science Lab/ Demonstration (Grades 9-12)</i>		
<i>Social Studies (Grades 9-12)</i>		
<i>English (Grades 9-12)</i>		
<i>World Language (Grades 9-12)</i>		
<i>Other (indicate program in the Comments column)</i>		
<u>SPECIAL EDUCATION</u>		
<u>ART</u>		
<u>MUSIC</u>		
<i>Practice Rooms</i>		
<u>HEALTH & PHYSICAL EDUCATION</u>		
<i>Adaptive PE Spaces</i>		
<i>Gymnasium</i>		
<u>MEDIA CENTER</u>		
<u>DINING & FOOD SERVICE</u>		
<u>MEDICAL SUITE</u>		
<i>Nurses' Office</i>		
<u>ADMINISTRATION & GUIDANCE</u>		
<u>OUTDOOR LEARNING</u>		
<u>AUDITORIUM</u>		
<u>NATATORIUM</u>		
<u>DESE APPROVED CHPT 74 SPACES</u>		Indicate which programs

<u>ROOM TYPE</u>	No. of Rooms (e.g. N/A, 1, 2, etc.)	Comments
		are currently offered
<u>NON-CHPT 74 ENRICHMENT PROGRAM SPACES</u>		Indicate which programs are currently offered
<u>NON-SCHOOL DISTRICT SPACES</u>		e.g. Public Works
<u>OTHER</u> (indicate type of program in the Comments column)		e.g. project-based learning spaces, common area learning spaces

B. Describe how 1) core spaces, 2) specialty spaces, and 3) non-traditional spaces described above are *currently* used (e.g. multiple schools operating in a single building, the library also serves as Special Education pull out space, the cafeteria doubles as a gymnasium, etc.).

[Type text here...]

C. Using the space below, provide information about the J. Warren Killam Elementary School's *current* teaching methodology (e.g. technology integration, self-contained classroom, team teaching, project based, departmental, or cluster). Include class size policies and, if applicable, scheduling particulars.

[Type text here...]

SECTION THREE: Proposed Priority Statement of Interest School, J. Warren Killam Elementary School

A. Please complete the chart below indicating the number of each room type proposed, if known at this time. The District should modify the included grades in the 'Room Type' column to reflect any grade configuration(s) the District is interested in studying during Feasibility Study, as already presented to the MSBA in the 2021 Statement of Interest and as discussed during the District's Senior Study. In a case where the District is considering multiple grade configurations, the widest grade span should be included (i.e. if the District is interested in studying their current 1-4 configuration, a K-5 configuration, and a K-8 configuration, the 'Room Type' column should include all grades between Grade K and Grade 8).

<u>ROOM TYPE</u>	No. of Rooms (e.g. N/A, 1, 2, etc.)	Comments
<u>CORE ACADEMIC SPACES</u>		

<u>ROOM TYPE</u>	No. of Rooms (e.g. N/A, 1, 2, etc.)	Comments
<i>Pre-Kindergarten (indicate full/ half day in the Comments column)</i>		
<i>Kindergarten (indicate full/ half day in the Comments column)</i>		
<i>Grade 1</i>		
<i>Grade 2</i>		
<i>Grade 3</i>		
<i>Grade 4</i>		
<i>Grade 5</i>		
<i>Grade 6</i>		
<i>Grade 7</i>		
<i>Grade 8</i>		
<i>Math (Grades 9-12)</i>		
<i>Science Instructional Space (Grades 9-12)</i>		
<i>Social Studies (Grades 9-12)</i>		
<i>English (Grades 9-12)</i>		
<i>World Language (Grades 9-12)</i>		
<i>Other (indicate program in the Comments column)</i>		
<u>SPECIAL EDUCATION</u>		
<u>ART</u>		
<u>MUSIC</u>		
<i>Practice Rooms</i>		
<u>HEALTH & PHYSICAL EDUCATION</u>		
<i>Adaptive PE Spaces</i>		
<i>Gymnasium</i>		
<u>MEDIA CENTER</u>		
<u>DINING & FOOD SERVICE</u>		
<u>MEDICAL SUITE</u>		
<i>Nurses' Office</i>		
<u>ADMINISTRATION & GUIDANCE</u>		
<u>OUTDOOR LEARNING</u>		
<u>AUDITORIUM</u>		
<u>NATATORIUM</u>		
<u>DESE APPROVED CHPT 74 SPACES</u>		
<u>NON-CHPT 74 ENRICHMENT PROGRAM SPACES</u>		
<u>NON-SCHOOL DISTRICT SPACES</u>		e.g. Public Works
<u>OTHER</u> (indicate type of program in the Comments column)		e.g. project-based learning spaces, common area learning spaces

B. Describe how 1) core spaces, 2) specialty spaces, and 3) non-traditional spaces described above are *proposed* to be used, if known at this time. Additionally, if there are proposed changes,

indicate how they will impact space needs and what training to support teaching staff will/ may be provided.

[Type text here...]

C. Using the space below, provide information about the J. Warren Killam Elementary School's *proposed* teaching methodology, if known at this time (e.g. technology integration, self-contained classroom, team teaching, project based, departmental, or cluster). Include any changes to class size policies, if applicable.

[Type text here...]

SECTION FOUR: Community Engagement

A. Describe the community outreach that has occurred to this point, and any future plans and goals related to engaging the community on the J. Warren Killam Elementary School project. If considering grade reconfiguration, consolidation of facilities, and/or a change to the current teaching methodology, describe the outreach and discussions that have occurred to this point and any future plans to engage the community on the proposed changes. Additionally, indicate whether the District has determined whether or not an override or debt exclusion might be required for full project funding.

[Type text here...]

SECTION FIVE: Attachments

A. Please attach to this completed Questionnaire any **Executive Reports or Conclusions** of reports or studies related to: Coordinated Program Review, Master Plan/ Facilities Plan (if not already on file), and NESDEC/NEASC reports (if not already on file). Below, list all documents attached (as applicable).

Documents attached:

[Type text here...]

Should you have any questions as you complete this document, please contact your Senior Project Coordinator, Jennifer Flynn at:

Massachusetts School Building Authority
617-720-4466
Jennifer.Flynn@massschoolbuildings.org

DRAFT



NORTHSHORE
EDUCATION
CONSORTIUM

Approved Budget FY 2023



Collaborative Information

HISTORY



















Founded in 1974, the Northshore Education Consortium was one of the first regional collaboratives in Massachusetts and is the largest provider of intensive special education services to children and youth with emotional, behavioral, and developmental disabilities on the North Shore.

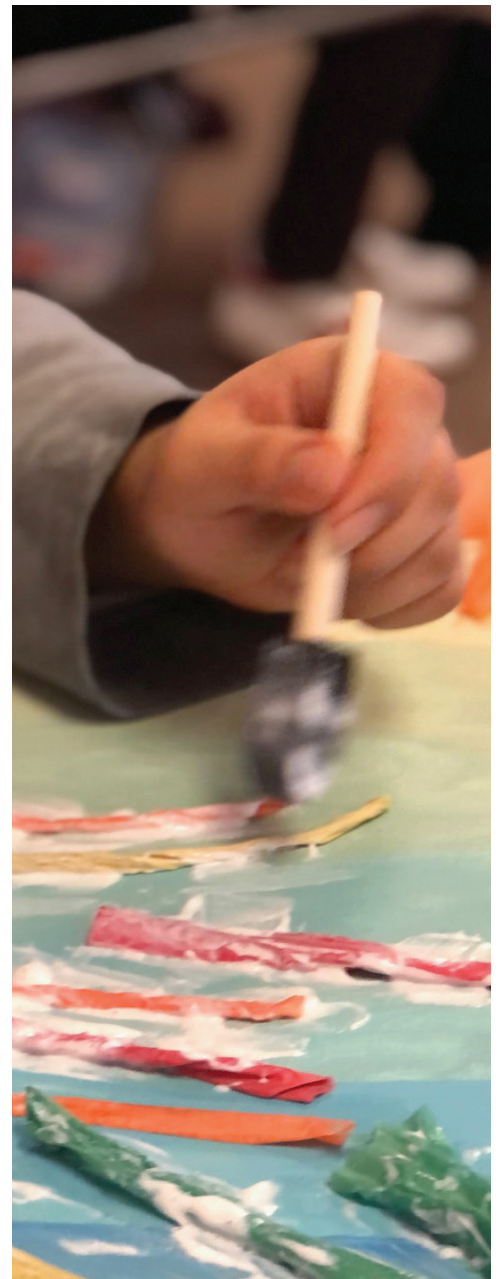
GOVERNANCE AND LEADERSHIP

Northshore Education Consortium is governed by a 20-member Board of Directors, representing the 22 districts served (Tri-Town School Union is represented by their shared Superintendent.) All districts are represented by their Superintendent. The full Board meets six or seven times per year. Each board member also serves on one of four subcommittees: Finance, Facilities, Policy and Personnel. Each subcommittee meets several times during the year.

The administrative leadership team meets two or three times each month, to oversee the daily operations of the Consortium and its programs.

MEMBER DISTRICTS/ BOARD OF DIRECTORS, 2021-2022

-  Beverly Public Schools- **Dr. Suzanne Charochak**
-  Danvers Public Schools- **Mr. Keith Taverna, Interim**
-  Gloucester Public Schools- **Mr. Ben Lummis**
-  Hamilton-Wenham Public Schools- **Mr. Eric Tracy, Interim**
-  Ipswich Public Schools- **Dr. Brian Blake**
-  Lynn Public Schools- **Dr. Patrick Tutwiler**
-  Lynnfield Public Schools- **Ms. Kristen Vogel**
-  Manchester-Essex Public Schools- **Ms. Pamela Beaudoin**
-  Marblehead Public Schools- **Dr. John Buckey**
-  Masconomet Regional- **Dr. Michael Harvey**
-  Nahant Public Schools- **Mr. Anthony Pierantozzi**
-  North Reading Public Schools- **Dr. Patrick Daly**
-  Peabody Public Schools- **Dr. Joshua Vadala**
-  Pentucket Regional School District- **Dr. Justin Bartholomew**
-  Reading Public Schools- **Dr. Thomas Milaschewski**
-  Rockport Public Schools- **Mr. Robert Liebow**
-  Salem Public Schools- **Dr. Stephen Zrike**
-  Swampscott Public Schools- **Ms. Pamela Angelakis**
-  Tri-Town School Union- **Dr. Scott Morrison**
-  Triton Regional School District- **Mr. Brian Forget**



Mission/Vision/Core Values & Beliefs

MISSION

The mission of the Northshore Education Consortium is to support member districts by offering high quality, cost-effective school programs, consultation, professional development, support services and resources to ensure that districts can provide successful learning experiences for all students, including those with complex or low-incidence special needs.

CORE VALUES:

1. Individualized, Strength-Based Education
2. Compassion and Respect
3. Teamwork and Collaboration
4. Excellence and Lifelong Learning

GUIDING BELIEFS:

1. Communities need a broad continuum of options for children with disabilities and other risk factors.
2. All children deserve an education that allows them to achieve their full human potential, whether that means preparation for college or career, or maximum independent functioning and quality of life.
3. All children deserve an education that is individualized, strength-based, and has high expectations for achievement.
4. People with disabilities and their families deserve to be treated with compassion and respect.
5. Best outcomes are achieved through multi-disciplinary teamwork and collaboration between families, educators, and community partners.
6. Every member of the community, regardless of age, role, or ability should be engaged in a continuous learning process with a commitment to the highest level of excellence.

LONG-RANGE VISION:

Our vision is to provide a continuum of services for our region, to ensure the best possible outcomes for all students, particularly those with risk factors or disabilities. We will strive to do this by providing outstanding educational programs, but also by becoming the “go to” resource in the region for individuals looking for consultation, training, information or guidance around helping children with special needs.

We will achieve this vision by continuously developing the following:

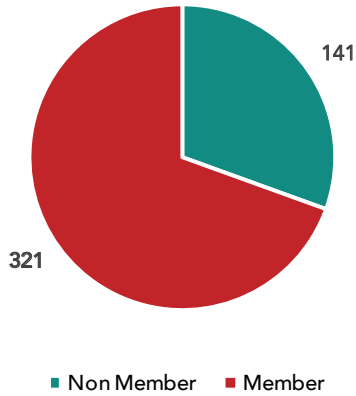
1. High quality, specialized programs for children with complex special needs, addictions, or other unique challenges. This includes, but is not limited to:
 - a. Assuring that our programs utilize the latest evidence-based practices.
 - b. Assuring that high standards are set for all students, regardless of disability, and that we are continuously measuring our success in meeting those standards.
 - c. Assuring that we have access to current technology, adaptive equipment, and other resources necessary for preparing our students for college, career, citizenship, and maximum independent functioning.
 - d. Providing opportunities for students to experience a rich array of opportunities beyond the core curriculum, including arts, fitness and wellness, community trips and activities, service learning, internships and supported work opportunities, etc.
 - e. Maintaining strong connections to community organizations that provide medical and mental health services.
 - f. Providing supports and services for families of children with special needs.
2. State-of-the-art professional development opportunities for our own staff and those from our districts, enabling them to stay up-to-date on best practices for complex youngsters.
3. Consultation, home, and school-based services that respond to the needs of our districts.
4. Partnerships with other schools and collaboratives, colleges, state and community agencies to advocate for and promote the interests of children and young adults with complex needs and their families.



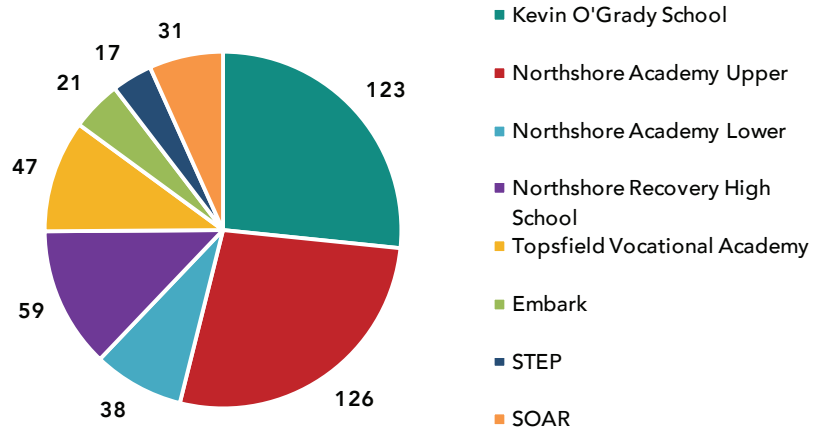
School Programs 2020-2021

During the 2020-2021 school year, Northshore Education Consortium's approved day schools served 462 students from 21 member and 37 non-member districts.

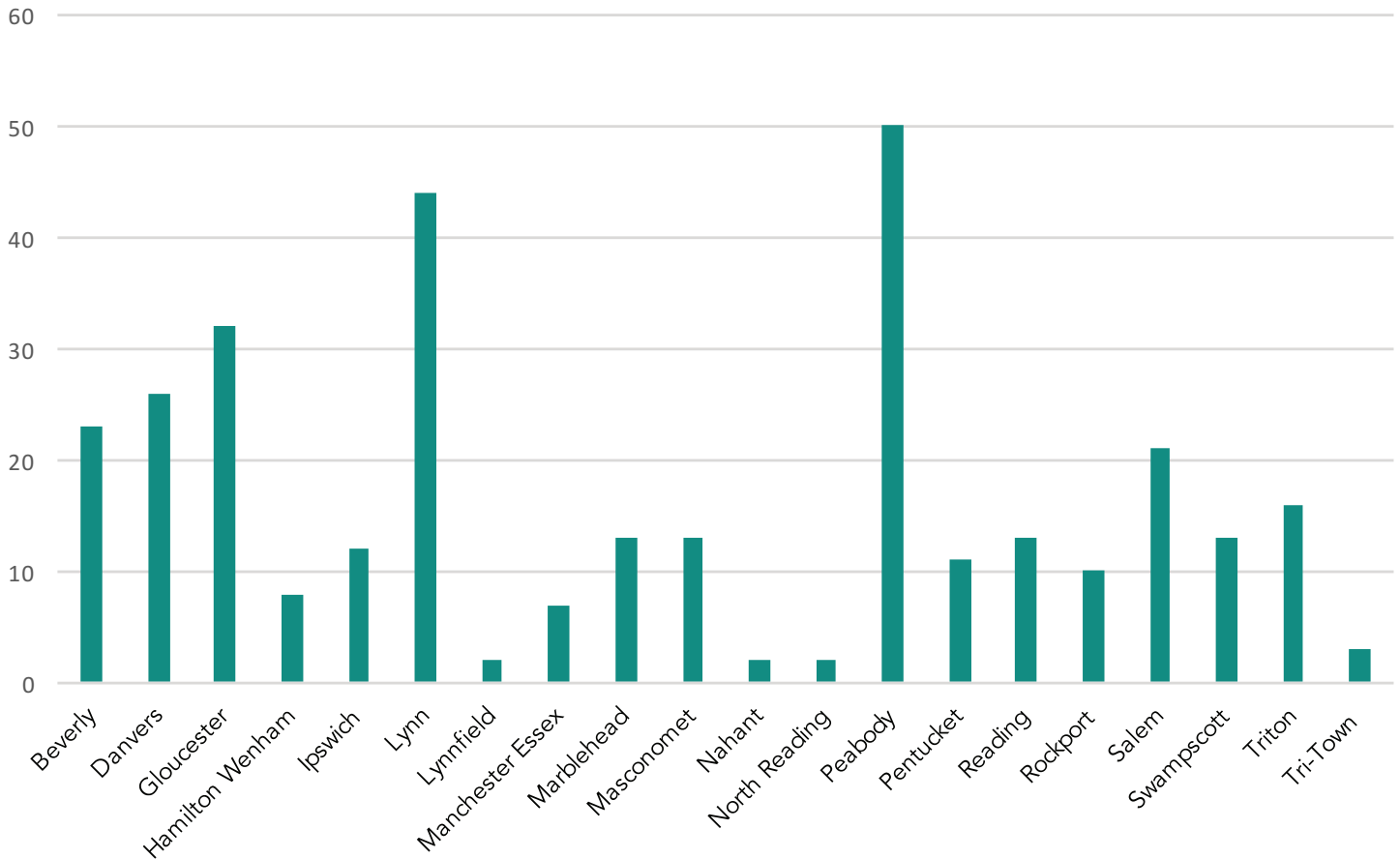
STUDENTS FROM MEMBER & NON-MEMBER DISTRICTS



STUDENTS BY PROGRAM



STUDENTS SERVED BY MEMBER DISTRICTS

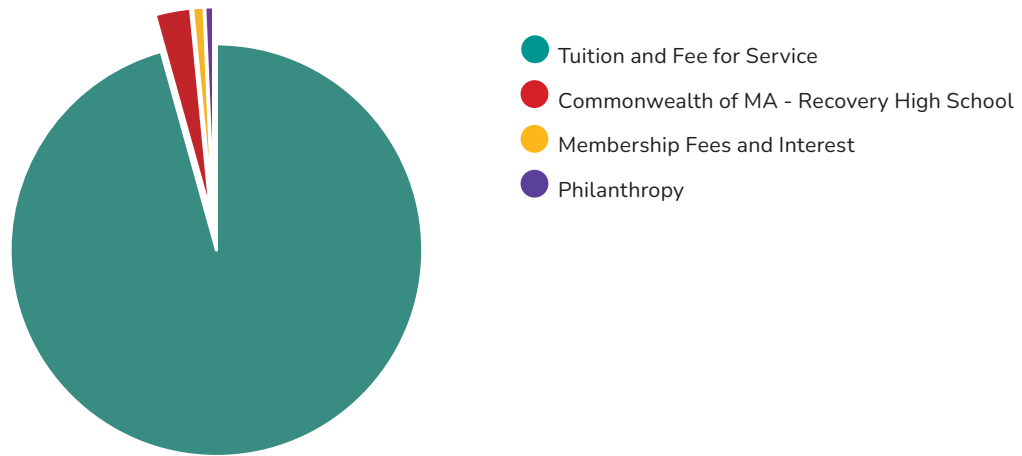


Financial Summary FY 2021

A snapshot of NEC's financial performance is included below. For more detailed information please see the Audited Financial Statements and Uniform Financial Report.

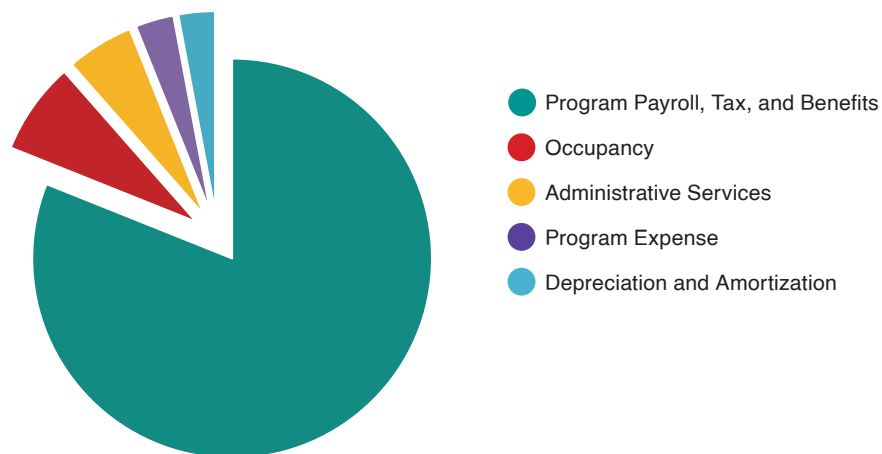
FY 2021 REVENUE SOURCES

Source	Dollars	Percentages
Tuition and Fee for Service	\$ 22,542,091	95.67%
Commonwealth of MA - Recovery High School	\$ 653,613	2.77%
Membership Fees and Interest	\$ 207,431	0.88%
Philanthropy	\$ 158,120	0.67%
Total Revenue	\$ 23,561,255	100%



FY 2021 EXPENSE CATEGORIES

Category	Dollars	Percentages
Program Payroll, Tax, and Benefits	\$ 20,229,072	81.06%
Occupancy	\$ 1,861,956	7.46%
Administrative Services	\$ 1,353,647	5.42%
Program Expense	\$ 774,435	3.10%
Depreciation and Amortization	\$ 737,984	2.96%
Total Expense	\$ 24,957,094	100%





Francine H. Rosenberg M.Ed.

Executive Director

To: Northshore Education Consortium Member Districts

From: Kevin Mahoney, NEC Treasurer

Re: Approved FY2023 Approved Budget and Tuition Rates

Date: April 6, 2022

I hereby certify that the Board of Directors of the Northshore Education Consortium has approved the FY2023 Budget and associated Tuition Rates as indicated in the attached documents.

If you have any questions please feel free to contact me at kfmahoney@nsedu.org.

Kevin F. Mahoney

Treasurer

Northshore Education Consortium

FY 2023 Budget Overview

As always, the NEC budget is driven by student enrollment and the high level of specialized staffing necessary to meet the complex educational needs of our students.

In creating the budget, management has prioritized maintaining the goals of strategic plan, while returning to “normal” operations and continuing to recover from the ongoing stresses of the COVID19 pandemic.

As our calendar and schedule have returned to full-time pre-pandemic norms, our programs enrollment levels have not yet reached the pre-pandemic level in total. The level of enrollment compared to pre-pandemic levels varies across NEC’s six programs. NEC’s union contract will expire at the end of this fiscal year. There is a Management Reserve line in anticipation of a settlement. Medical benefits will decline and other program and administrative expenses have been held constant, excepting contractual commitments e.g. rent and interest.

History:

In FY 2021, the Consortium lost over \$1,000,000 as the Board’s spring of 2021 budget deliberations held rates constant in the then developing pandemic. For FY2022 there is a projected loss of about \$116,000, as rates were increased and there was some unexpected state grant relief.

These circumstances require us to propose a tuition increase that is higher than the usual 2-3% for FY2023, in order to prevent an ongoing need to utilize surplus funds and delay (already delayed) building capital projects.

FY2023 Budget Key Points:

The draft budget calls for a positive net income of \$176,000.

The major revenue assumptions in this draft are:

- A 3.75 % across the board increase in tuition rates
- An aggressive increase in enrollment yielding a 2.5% increases in revenue. Most of this increase is in the therapeutic Upper School.
- Summer census has been adjusted to reflect increased referrals mostly in the Kevin O’Grady School.
- A decrease in grants received. In FY2022 there is \$200,000 for Recovery High School Additional Services, which will be \$54,000 in FY2023 and \$150,000 in ESSERS funds, which is budgeted at \$0 in FY2023

Expenses are anticipated to increase as result of the union contract ending this year.

- Minor adjustments in ESY payroll rates as agreed to with the Federation are reflected.
- Staffing levels are budgeted to be constant with all positions filled.
- Step increases are budgeted to continue adding about \$273,000 or about 1.5% of total payroll
- The NEC union contract expires this June. A Management Reserve line has been set up at 2.0% or \$436,000 in anticipation of a COLA increase.
- Medical benefits levels have been quoted at a decrease of 2%. This is a savings of \$75,000 from this year’s projection.
- Other expenses were in total minimized excepting contractual obligations such as rent and interest.

Northshore Education Consortium FY2023 Tuition Rates

Program	180 Day FY 2023	
	Daily	Annual
Kevin O'Grady		
Member	456.50	82,170.00
Non Member	549.83	98,970.00
1:1 paraprofessional Member	202.32	36,417.00
1:1 paraprofessional Non Member	249.00	44,820.00
Short Term Assessment		
Member	523.94	94,310.00
Non Member	617.31	111,116.00
Northshore Academies (Upper and Lower),STEP, and Topsfield Vocational Academy		
Member	253.15	45,567.00
Non Member	302.95	54,531.00
1:1 paraprofessional Member	197.13	35,483.00
1:1 paraprofessional Non Member	240.70	43,326.00
Short Term Assessment		
Member	299.84	53,971.00
Non-Member	326.82	58,827.00
Recovery		
Member Regular Ed.	79.89	14,380.00
Non-Member Regular Ed.	93.38	16,808.00
Member Special Ed.	103.75	18,675.00
Non-Member Special Ed.	124.50	22,410.00
Embark and SOAR		
Member	217.88	39,218.00
Non Member	245.89	44,260.00

NORTHSHORE EDUCATION CONSORTIUM
Summary of All Units
For the Twelve Months Ending Friday, June 30, 2023

	<u>Actual</u>	<u>Revised</u>	<u>Budget</u>
	<u>6/30/2021</u>	<u>Budget</u>	<u>Budget</u>
	<u>6/30/2021</u>	<u>6/30/2022</u>	<u>6/30/2023</u>
Tuition Income	20,108,928	21,904,707	23,294,564
Summer Tuition	2,173,387	2,462,615	2,569,576
Grant Income	560,340	850,256	554,000
Other Income	306,067	424,398	434,000
Interest Income	7,432	2,781	3,000
Admin Dues	200,000	299,709	200,000
Total Revenue	23,356,154	25,944,466	27,055,140
Wages-Executive Director	174,250	177,867	178,868
Wages-Chief Financial Officer	141,254	144,784	144,785
Wages- HR Coordinator	76,500	78,414	78,414
Wages- Accounting/Payroll Co	57,981	59,433	59,430
Wages- Wages-Treasurer	17,850	17,896	17,500
Wages- AP and Acct Cl	75,274	62,827	75,358
Wages - Development	53,130	41,242	43,435
Wages- COVID	3,660	0	0
Wages- Power School	119,114	162,660	180,555
Total Wages-Admin	719,013	745,123	778,346
Wages- School Director	753,807	779,210	783,335
Wages-Sch-Asst Director	194,750	199,617	199,619
Wages-Curriculum Specialist	85,832	87,547	87,547
Wages-Secretary	437,785	446,612	453,700
Total Wages-Program Admin	1,472,174	1,512,986	1,524,200
Wages-Teachers	4,773,132	4,716,998	4,646,897
Wages-Home Trainer	85,832	87,547	87,548
Wages-Teachers Reading	103,739	118,727	107,667
Wages-Teachers Vision	593,594	600,014	658,042
Wages-Paraprofessionals	2,651,520	3,113,031	3,415,763
Wages - Afterschool Staff	825	0	0
Wages-Speech Therapy	852,832	833,570	846,965
Wages-SLA Assistant	95,138	84,540	85,343
Wages-Occupational Therapy	821,593	918,875	929,681
Wages-Occupational Therapy C O	129,210	118,350	135,618
Wages-Physical Therapy	536,335	533,493	554,180
Wages-Physical Therapy Assist	92,489	85,352	42,677
Wages-Substitutes	12,500	64,413	59,500
Wages-Lunch Aides	4,216	9,888	11,760
Wages-Bus Drivers	77,212	86,601	82,250
Total Wages-Instruction	10,830,167	11,371,400	11,663,892
Wages- Sch-Nurse	914,208	990,025	1,007,590
Wages-RN Substitute	753	12,303	4,000
Total Wages-Medical	914,960	1,002,328	1,011,590
Wages-Social Worker	1,902,035	2,049,147	2,140,712
Wages-Behavior Specialists	259,013	317,921	324,067
Total Wages-Clinical	2,161,048	2,367,067	2,464,779
Wages-Custodians	430,069	386,308	398,929
Wages-Transportation Allocatio	0	1	0
Wages-Other	128,643	127,120	131,933
Wages- Longevity Sick BB	147,271	142,752	145,125
Wages-Summer	847,431	953,979	1,107,000
Wages-Students	180,342	277,721	244,000
Total Wages-Trans/Cust/Stnds	1,733,755	1,887,881	2,026,987
Management Reserve	0	0	424,710
Total Salaries	17,831,117	18,886,784	19,894,505
Fringe-FICA Med	243,563	252,666	270,000
Fringe-DEP Emp	93,422	30,784	30,000
Total Payroll Taxes	336,985	283,450	300,000

NORTHSHORE EDUCATION CONSORTIU
Summary of All Units
For the Twelve Months Ending Friday, June 30, 2023

	<u>Actual</u>	<u>Revised</u>	<u>Budget</u>
	<u>6/30/2021</u>	<u>6/30/2022</u>	<u>6/30/2023</u>
Benefits - Other	7,100	0	0
Medical Insurance	3,025,428	3,167,312	3,092,000
EE PR Ded to Medical Ins	(740,184)	(710,536)	(733,000)
Retireee Medical Insurance	227,974	213,692	225,000
Retiree Dental Insurance	0	8,621	9,000
Retiree Contribution Medical	(116,510)	(111,641)	(117,000)
Workers Comp	138,894	155,013	155,000
Life insurance Premium	3,674	1,450	1,500
EAP Expense	9,789	9,872	10,000
HRA Expense	34,396	30,853	32,000
State Retirement Contribution	321,221	343,433	356,500
Total Benefits	<u>2,911,783</u>	<u>3,108,069</u>	<u>3,031,000</u>
Total Tax & Benefits	<u>3,248,768</u>	<u>3,391,519</u>	<u>3,331,000</u>
School Supplies	96,439	106,632	106,200
School Supplies Friends	26,077	4,301	0
Program Supplies	17,893	39,309	39,000
Program Supplies Friends	607	0	0
Vocatinal Supplies	47,955	78,007	77,000
Nursing Supplies	3,579	3,644	1,100
Textbooks	1,378	5,807	3,300
Textbooks Friends	651	0	0
Student Activities	8,920	32,220	30,000
Student Activities Friends	565	0	0
Lunch Expenses	131,877	178,364	176,200
Hardware Expenses	3,652	0	3,000
Hardware Expenses Friends	33,099	32,660	0
Software Expenses	97,667	85,699	87,000
Software Expenses Friends	1,611	1,135	0
Tech Support	27,962	21,311	20,600
Equipment Rental/Maintenance	14,332	5,669	3,000
Equipment Purchase	10,145	15,153	6,800
Equipment Purchase Friends	9,419	0	0
Equipment Repairs	6,231	14,068	5,100
Equipment Maintenance Contract	2,057	1,290	1,000
Graduation Expenses	11,853	6,785	6,200
Friends Offset	(158,120)	(36,106)	0
Total Program Expense	<u>395,848</u>	<u>595,948</u>	<u>565,500</u>
Professional Fees - Legal	25,959	15,377	20,000
Professional Fees - Audit	18,200	26,100	27,000
Contract Services	153,976	111,204	104,700
Contract Services Friends	10,421	5,250	0
Office Expense	14,349	11,111	10,450
Bank Fees	30,291	21,917	22,000
Postage Lease	4,254	3,675	2,812
Postage Expense	11,036	10,600	9,350
Staff Appreciation	5,902	4,790	4,100
Dues and Fees	14,335	16,226	16,260
Travel	11,297	15,141	15,050
Advertising	836	4,170	3,000
Telephone	56,861	58,134	56,950
Copier Lease	24,402	24,302	21,628
Copier Expense	8,476	9,754	8,850
Transportation	17,518	13,102	8,200
Prof Dev Union	14,282	22,165	21,750
Prof Dev Mandated	11,467	19,319	12,800
Prof Dev Agency Wide	4,328	7,211	7,000
Prof Dev Program	11,255	756	685
Conferences	1,080	6,316	4,400
Vehicle - Repairs and Maintena	28,599	28,734	30,000

NORTHSHORE EDUCATION CONSORTIUM
Summary of All Units
For the Twelve Months Ending Friday, June 30, 2023

	<u>Actual</u>	<u>Revised</u>	<u>Budget</u>
	<u>6/30/2021</u>	<u>6/30/2022</u>	<u>6/30/2023</u>
Vehicles - Fuel	13,537	16,555	17,050
Bad Debt Exp	0	20,000	20,000
Total Admin Expense	<u>492,661</u>	<u>471,909</u>	<u>444,035</u>
Moving Expense	2,277	1,336	500
Building Maintenance	20,414	10,283	5,700
Electrical Work	9,690	4,530	3,500
Fire Alarm	19,778	17,067	13,650
Trash	44,644	49,570	51,500
Plumbing	3,341	3,500	4,500
Covid Expense	16,527	1,627	0
Covid Expense In Kind	57,680	0	0
Snow Removal	62,923	59,500	59,500
Landscaping	22,011	27,785	25,500
Security	10,323	790	750
Roofing	0	22,266	2,000
Elevator	10,873	12,107	8,000
Cleaning	49,091	61,079	59,750
Utilities - Gas	47,292	49,324	48,000
Electricity	168,159	189,485	185,500
Utilities -Water	12,961	14,438	14,000
Utilities -HVAC	24,331	36,241	23,000
Rent	904,547	957,317	980,544
Gym Rental	0	0	1,000
Condo Fees	34,765	44,764	44,000
RE Taxes	120,680	98,516	100,000
Insurance - Gen Liability	148,838	196,179	196,000
Insurance - Gen Liability Friends	549	0	0
Insurance - Bond	425	425	450
Depreciation Expense	737,984	569,367	569,274
Amortization Expense	3,874	7,423	3,874
Interest	253,207	279,819	244,494
Allocations	0	1	1
OVH Allocation	0	(2)	0
Total Occupancy	<u>2,787,182</u>	<u>2,714,737</u>	<u>2,644,987</u>
Total Expenses	<u>24,755,576</u>	<u>26,060,898</u>	<u>26,880,027</u>
Net Income/ (Loss)	<u>(1,399,421)</u>	<u>(116,432)</u>	<u>175,113</u>
	<u>_____</u>	<u>_____</u>	<u>_____</u>
	<u>_____</u>	<u>_____</u>	<u>_____</u>
	<u>_____</u>	<u>_____</u>	<u>_____</u>

Northshore Education Consortium

For the Twelve Months Ending Friday, June 30, 2023

	<u>Actual</u> <u>6/30/2021</u>	<u>Revised</u> <u>Budget</u> <u>6/30/2022</u>	<u>Budget</u> <u>6/30/2023</u>
KOG			
Revenue	11,160,501	12,045,713	12,673,882
Salaries	8,116,841	8,564,300	9,081,110
PR Tax & Benefits	1,473,980	1,605,421	1,610,424
Program Expense	97,387	161,556	153,600
Admin Expense	211,647	92,261	178,358
Total Occupancy	991,513	970,120	822,192
Overhead Allocation	486,784	536,177	615,601
Total Expenses	<u>11,378,151</u>	<u>11,929,835</u>	<u>12,461,285</u>
Net Income/ (Loss)	<u>(217,650)</u>	<u>115,878</u>	<u>212,597</u>
NSA Upper			
Revenue	4,913,340	5,264,885	5,893,254
Salaries	3,146,882	3,304,596	3,403,797
PR Tax & Benefits	580,218	657,608	610,297
Program Expense	103,035	112,614	97,000
Admin Expense	62,864	60,033	83,805
Total Occupancy	1,077,463	1,089,318	1,077,030
Overhead Allocation	221,522	229,937	265,160
Total Expenses	<u>5,191,984</u>	<u>5,454,106</u>	<u>5,537,089</u>
Net Income/ (Loss)	<u>(278,643)</u>	<u>(189,221)</u>	<u>356,165</u>
NSA Lower			
Revenue	1,774,089	1,749,798	1,816,740
Salaries	1,490,531	1,505,342	1,564,113
PR Tax & Benefits	271,506	280,488	280,176
Program Expense	41,434	31,319	39,500
Admin Expense	59,706	44,919	56,654
Total Occupancy	236,279	219,116	221,220
Overhead Allocation	93,581	66,419	80,758
Total Expenses	<u>2,193,037</u>	<u>2,147,603</u>	<u>2,242,421</u>
Net Income/ (Loss)	<u>(418,948)</u>	<u>(397,805)</u>	<u>(425,681)</u>
Recovery High School			
Revenue	1,177,901	1,380,928	1,300,828
Salaries	888,240	923,594	955,588
PR Tax & Benefits	161,797	162,786	171,762
Program Expense	8,636	32,632	33,500
Admin Expense	36,161	45,839	49,369
Total Occupancy	240,401	262,997	222,084
Overhead Allocation	59,031	60,517	69,994
Total Expenses	<u>1,394,266</u>	<u>1,488,365</u>	<u>1,502,297</u>
Net Income/ (Loss)	<u>(216,366)</u>	<u>(107,437)</u>	<u>(201,469)</u>
Transitions			
Revenue	1,534,624	2,044,583	2,072,326
Salaries	912,175	1,100,330	1,157,675
PR Tax & Benefits	166,156	181,088	207,944
Program Expense	14,117	37,678	26,700
Admin Expense	38,983	18,410	30,098
Total Occupancy	104,739	134,997	140,496
Overhead Allocation	55,104	59,997	70,319
Total Expenses	<u>1,291,275</u>	<u>1,532,500</u>	<u>1,633,232</u>
Net Income/ (Loss)	<u>243,349</u>	<u>512,083</u>	<u>439,094</u>

Northshore Education Consortium

For the Twelve Months Ending Friday, June 30, 2023

	<u>Actual</u> <u>6/30/2021</u>	<u>Revised</u> <u>Budget</u> <u>6/30/2022</u>	<u>Budget</u> <u>6/30/2023</u>
Topsfield Vocational			
Revenue	2,368,242	2,771,544	2,855,110
Salaries	1,813,716	1,945,411	2,057,090
PR Tax & Benefits	330,376	346,602	369,599
Program Expense	86,010	110,157	111,100
Admin Expense	41,262	24,877	43,555
Total Occupancy	245,304	264,464	255,553
Overhead Allocation	112,180	118,894	137,797
Total Expenses	<u>2,628,847</u>	<u>2,810,405</u>	<u>2,974,694</u>
Net Income/ (Loss)	<u>(260,605)</u>	<u>(38,861)</u>	<u>(119,584)</u>
All Other			
Revenue	427,498	687,015	443,000
Salaries	1,462,732	1,543,211	1,675,132
PR Tax & Benefits	264,735	157,526	80,798
Program Expense	49,572	109,992	104,100
Admin Expense	42,039	185,570	2,196
Total Occupancy	(108,517)	(226,273)	(93,588)
Overhead Allocation	<u>(1,028,202)</u>	<u>(1,071,943)</u>	<u>(1,239,629)</u>
Total Expenses	<u>682,359</u>	<u>698,084</u>	<u>529,009</u>
Net Income/ (Loss)	<u>(254,861)</u>	<u>(11,069)</u>	<u>(86,009)</u>
Total			
Revenue	23,356,194	25,944,466	27,055,140
Salaries	17,831,117	18,886,784	19,894,505
PR Tax & Benefits	3,248,768	3,391,519	3,331,000
Program Expense	400,191	595,948	565,500
Admin Expense	492,661	471,909	444,035
Total Occupancy	2,787,182	2,714,739	2,644,987
Overhead Allocation	0	(2)	0
Total Expenses	<u>24,759,919</u>	<u>26,060,898</u>	<u>26,880,027</u>
Net Income/ (Loss)	<u>(1,403,724)</u>	<u>(116,432)</u>	<u>175,113</u>

Northshore Education Consortium

2022 Extended School Year Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- Staff Set-Up Day - KOG/TVA/NSAL (no school for students)
- First Day of School- KOG/TVA/NSAL
- Staff Set-Up Day - NSAU/Soar/Embark/RHS (no school for students)
- First Day of School - NSAU/Soar&Embark/RHS
- Last Day of School - RHS
- Last Day of School- KOG/NSAU/Soar/Embark
- Last Day of School-NSAL
- Last Day of School- TVA
- Holiday/No School ALL Programs
- Professional Development - All Programs

Jul 5	Staff Set-up Day - KOG/TVA/NSAL
Jul 6	1st Day of School- KOG/TVA/NSAL
Jul 8	Staff Set-up Day -NSAU/Soar/Embark/RHS
Jul 11	1st Day - NSAU/Soar/Embark/RHS
Aug 4	Last Day - RHS
Aug 10	Last Day - NSAL
Aug 11	Last Day - TVA

Aug 12	Last Day - KOG/SOAR/Embark/NSAU
Aug 29	Staff Orientation - No School for Students
Aug 30	Staff Orientation - No School for Students
Aug 31	1st Day of School - All Students
Sep 2	School Closed
Sep 5	Labor Day- No School

School Addresses and In-Person School Hours

Kevin O'Grady School

112 Sohier Road, Beverly

8:30AM-1:30 PM, Monday - Friday

978-232-9755

Topsfield Vocational Academy and Step Program

248 Boston Street, Topsfield

8:00 AM - 2:00 PM, Monday - Thursday

978-887-8881

Recovery High School

112 Sohier Road, Beverly

9:00 AM -12:30 PM, Monday - Thursday

978-922-3305

Northshore Academy Lower School

83 Pine Street, Peabody, Suite 103

8:30 AM - 1:00 PM, Monday - Friday

978-536-5151

Northshore Academy Upper School

126 Sohier Road, Beverly

8:00 AM - 1:00 PM, Monday - Friday

978-338-1450

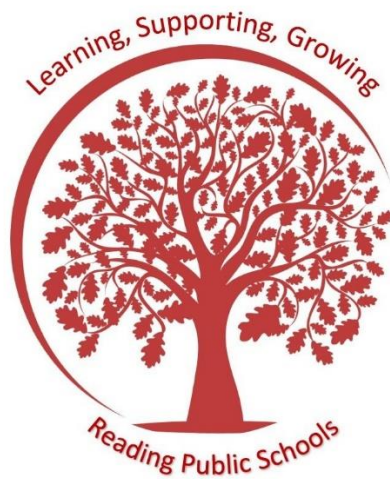
Soar and Embark

121 Loring Avenue, Salem

8:30 AM- 1:00 PM , Monday- Friday

978-740-5913

Reading Public Schools
School Committee Meeting Packet
May 9, 2022



Calendar

SY21-22 School Committee Calendar

Month	Date	Topic	Presenter(s)
June	6/30/2021	Union Contract Approvals (A)	Superintendent & School Committee
July Social Media Coordinators - Shawn Brandt & Sarah McLaughlin			
July	7/13/2021	Executive Session: To discuss the complaints brought against a Public Individual Reading Teachers Association Contract Approval (A)	School Committee Superintendent & School Committee
	7/22/2021	Declare Surplus Equipment (A) Response to Complaint brought against a Public Individual Director of Finance Search Process Review & Approval (A) Appointment of Superintendent to Collaborative Boards (A) - SEEM Collaborative - Northshore Education Consortium Superintendent Entry Plan Superintendent Review Timeline Discussion (A) School Committee Brochure Approval (A) 13th Annual Reading Fall Street Faire - School Committee Participation Discussion & Approval (A)	Director of Finance & Operations School Committee Superintendent & School Committee School Committee School Committee & Superintendent School Committee Superintendent Superintendent & School Committee School Committee School Committee & Superintendent
August Social Media Coordinators - Chuck Robinson & Tom Wise			
August	8/5/2021	Offsite: Team Building, Strategy & Goals - Day 1	School Committee & Administration
	8/6/2021	Offsite: Team Building, Strategy & Goals - Day 2	School Committee & Administration
	8/16/2021	School Committee Training on Laws involving Public and Student Records	Counsel & School Committee
		Vote to Appoint Director of Finance (A)	Superintendent & School Committee
		Policy EBCFA - Face Coverings: First Reading (A)	Superintendent & School Committee
	8/19/2021	Assignment of School Committee Member to Reading Coalition Liaison	School Committee Chair
		Executive Session: Strategy with respect to ongoing Litigation	Superintendent & School Committee
		Policy EBCFA - Face Coverings: Second Reading (A)	Superintendent & School Committee
		New Central Office Leadership Entry Plans	New Central Office Leadership
		Beginning of School / Summer Update	Administration
8/25/2021	Review Agreement between Town & Schools for the Allocation of Costs - CH70 Net School Spend	Superintendent & School Committee	
	Discussion and Vote on Creation of Policy Subcommittee (A)	School Committee	
	Appointment of School Committee Members to Policy Subcommittee	School Committee Chair	
8/31/2021	Reading Coalition for Prevention & Support Advisory Board Meeting		
8/31/2021	Financial Forum - Select Board, Finance Committee & School Committee		
September Social Media Coordinators - Erin Gaffen & Carla Nazzaro			
September	9/6/2021	Labor Day	
	9/8/2021	School Committee Policy Subcommittee Meeting	
	9/9/2021	Elementary Open House	
	9/13/2021	New Staff Introductions	Administration
		New Principal Leadership Entry Plans	RMHS, Joshua Eaton & Birch Meadow Principals
		Superintendent Entry Plan Update	Superintendent
		District Improvement Plan Review & Update Discussion	Superintendent & School Committee
	9/14/2021	ARPA Fund Discussion: Suggestions on Potential Fund Use and Actionable Next Steps	Superintendent & School Committee
		Special Education Parent Advisory Council Meeting	
		School Committee Policy Subcommittee Meeting	
	9/23/2021	Middle School Open House	
	9/28/2021	High School Open House	
	9/29/2021	Reading Coalition for Prevention & Support 15th Annual Meeting	
9/30/2021	FY21 End of Year Summary	Director of Finance	
	Strategy & Vision Action Steps	Superintendent	
	Superintendent Goals Introduction	Superintendent	
	Discuss & Vote on Establishment of Reading in Reading Advisory Committee (A)	School Committee & Administration	
	Appoint School Committee & Administration Membership of Reading in Reading Advisory Committee	School Committee Chair & Superintendent	
Policy JRA - Student Records - Amendment (A)	Policy Sub Committee, Superintendent, & School Committee		
Policy KDB - Public's Right to Know - Amendment (A)	Policy Sub Committee, Superintendent, & School Committee		
Policy EBCFA - Face Coverings - Review	Superintendent, Director of Nursing, & School Committee		
October Social Media Coordinators - Shawn Brandt & Sarah McLaughlin			
October	10/11/2021	Columbus Day	
	10/12/2021	Special Education Parent Advisory Council Meeting	
	10/14/2021	Youth Risk Behavior Survey Presentation	Coalition for Prevention & Support
		Educator of the Year Award Celebration	School Committee & Administration
		RMHS Principal Entry Plan Findings	Kevin Tracey
		Enrollment Update	Superintendent
		MCAS Presentation	Assistant Superintendent of Learning & Teaching
	10/18/2021	Superintendent Goals Finalization & Approval (A)	Superintendent & School Committee
		ARPA Fund Discussion: Update on Priority Items and Prioritization	School Committee & Administration
		Staff COVID Vaccination Data	Superintendent & Director of Nursing
	10/18/2021	Special Town Meeting	
	10/19/2021	SEPAC Basic Rights Workshop: Understanding the IEP	
	10/20/2021	Financial Forum II - Select Board, Finance Committee & School Committee	
10/21/2021	Special Town Meeting		
10/25/2021	Special Town Meeting		
10/27/2021	Reading Coalition for Prevention & Support Advisory Board Meeting		
November Social Media Coordinators - Chuck Robinson & Tom Wise			
11/4/2021	Reading in Reading Advisory Committee - Continued	School Committee & Administration	
	Appoint School Committee Membership of Reading in Reading Advisory Committee (if necessary)	School Committee	
11/4/2021	Policy EBCFA - Face Coverings - Review & Potential Amendment (A)	Superintendent, Director of Nursing, & School Committee	
	Full Day Kindergarten Budget Strategy	School Committee & Administration	
	Policy IKF - Graduation Requirements - Amendment (A)	School Committee, Superintendent, RMHS Principal/Guidance	
	Policy Subcommittee - Full Committee Discussion on Roles & Responsibilities with respect to Substantive Policy changes or New Policies	School Committee	
	Strategy with respect to negotiations with represented bodies	School Committee & Administration	

SY21-22 School Committee Calendar

Month	Date	Topic	Presenter(s)
November		Strategy with respect to negotiations with non-represented personnel (Central Office & Principals)	School Committee, Superintendent, & Director of Finance
	11/8/2021	Town Meeting	
	11/9/2021	Special Education Parent Advisory Council Meeting	
	11/11/2021	Veteran's Day	
	11/15/2021	Town Meeting	
	11/18/2021	Town Meeting	
	11/22/2021	Reading Coalition for Prevention & Support Advisory Board Meeting	
	11/25/2021	Thanksgiving	
December Social Media Coordinators - Erin Gaffen & Carla Nazzaro			
December	12/2/2021	Reading Police Comfort Dog Program (A) Discussion on Hybrid Meeting Technology Options, Costs, and Method of Funding School Improvement Plans Review & Approval Discussion on Strategy for Subcommittee Creation Budget Guidance Policy EBC: Discussion on Approach to Consider Changes	Superintendent & Chief of Police School Committee & Administration Principals, Superintendent, & School Committee School Committee School Committee & Director of Finance School Committee & Administration
	12/7/2021	Reading in Reading Committee - Overview Meeting	
	12/8/2021	Select Board Town Department FY23 Budgets - First Meeting	
	12/14/2021	Select Board Town Department FY23 Budgets - Second Meeting Special Education Parent Advisory Council Meeting	
	12/15/2021	Select Board Town Department FY23 Budgets - Third Meeting	
	12/16/2021	RMHS Counseling Update METCO Program Update Approve Energy Reduction Program School Committee's ARPA Representation FY22 Quarterly Personnel Update FY22-FY23 Preliminary School Calendar Vote (A) FY22 Quarterly Budget Update FY23 Pre Budget Presentation & Discussion Policy EBCFA - Face Coverings - Review	RMHS Counseling Superintendent & Administration School Committee & Town Administration School Committee Director of Human Resources Superintendent & School Committee Director of Finance Superintendent & Director of Finance Superintendent, Director of Nursing, & School Committee
	12/21/2021	Reading Coalition for Prevention & Support Advisory Board Meeting	
	12/27/2021	Reading in Reading Committee - Learning Together Meeting	
	12/27/2021	Winter Break	
	12/30/2021	Winter Break	
	January Social Media Coordinators - Chuck Robinson & Tom Wise		
January	1/6/2022	FY23 Budget Discussion - Administration, Districtwide, & School Facilities FY23 Capital Plan	Administration Administration
	1/11/2022	Special Education Parent Advisory Council Meeting	
	1/12/2022	Reading in Reading Committee Meeting	
	1/13/2022	FY23 Budget Discussion - Regular Day & Special Education Special Education & Student Services Mid Year Update Learning & Teaching Mid Year Update	Administration Assistant Superintendent of Student Services Assistant Superintendent of Learning & Teaching
	1/17/2022	Martin Luther King Jr. Day	
	1/20/2022	Public Hearing: FY23 Budget Full Day Kindergarten Option Review FY23 Budget Discussion	School Committee School Committee, Finance Committee, & Administration School Committee
	1/26/2022	Reading Coalition for Prevention & Support Advisory Board Meeting	
	1/27/2022	FY23 Budget Discussion & Final Vote (A) Cafeteria Workers FY22-FY23 Joint Labor Management Committee FY23 School Calendar Turf 1 Project Update	School Committee Administration & School Committee Administration & School Committee Administration & School Committee
February Social Media Coordinators - Shawn Brandt & Sarah McLaughlin			
February	2/8/2022	Special Education Parent Advisory Council Meeting	
	2/17/2022	Veteran's Memorial Presentation (A) Coolidge Math Challenge EBCFA Update & Discussion FY22 Quarterly Budget Update Disposing of Surplus Materials Select Board ARPA Committee Member Appointment Superintendent Mid-Year Formative Introduction & Goals Review Superintendent Entry Plan Update Assistant Superintendent for Learning & Teaching Entry Plan Update	Kevin Bohmiller & Brig. Gen. (Ret.) Jack Hammond Coolidge Students & School Committee School Committee Director of Finance & Operations Director of Finance & Operations School Committee Chair Superintendent & School Committee Superintendent Assistant Superintendent of Learning & Teaching
	2/21/2022	February Vacation	
	2/23/2022	Reading Coalition for Prevention & Support Advisory Board Meeting	
	2/24/2022	February Vacation	
	March Social Media Coordinators - Erin Gaffen & Carla Nazzaro		
March	3/2/2022	(Placeholder) School Committee Budget Presentation to Finance Committee MSBA Killam Update and Next Steps Discussion Pandemic Response: Vacation Learning Academy Update and Next Steps FY22-FY23 Kindergarten Enrollment Update	Superintendent, Director of Finance, & School Committee Superintendent & School Committee Assistant Superintendent of Learning & Teaching Superintendent
	3/7/2022	Superintendent Mid-Year Formative Review Discussion Wood End Principal Search Executive Session: Strategy with Respect to Collective Bargaining	Superintendent & School Committee Superintendent & School Committee Superintendent, Director of HR, Director of Finance & Operations, and School Committee
	3/8/2022	Special Education Parent Advisory Council Meeting	
	3/24/2022	Student Resource Officer Annual Update MOU Approval for Cafeteria Workers FY22 Quarterly Personnel Update	SROs & Superintendent Superintendent & School Committee Director of Human Resources

SY21-22 School Committee Calendar

Month	Date	Topic	Presenter(s)
	3/29/2022	Joint Labor Committee School Committee Members Assignment	Superintendent & School Committee
		Policy FF Execution: Naming of Facilities or Places within or on School Property	Superintendent & School Committee
		Student Opportunity Act Submission Review, Discussion and Vote	Superintendent & School Committee
	3/30/2022	Reading Coalition for Prevention & Support Advisory Board Meeting	
April Social Media Coordinators - Shawn Brandt & Sarah McLaughlin			
April	4/5/2022	Town Election Day	
	4/12/2022	Special Education Parent Advisory Council Meeting	
		Reading ARPA Advisory Committee Meeting	
	4/14/2022	Vote on Last Day of School (A)	Superintendent & School Committee
		FY22-FY23 Kindergarten Enrollment Final Update	Superintendent & Director of Finance & Operations
		Student Services Update	Assistant Superintendent of Student Services
		School Choice Discussion & Vote	Superintendent, Director of Finance & Operations, & School Committee
		Literacy Update	Assistant Superintendent of Learning & Teaching
		REF Grant Presentation & Approval	REF Board/School Committee
		Track Naming Nomination Acceptance & Advisory Committee Formation	School Committee
	4/18/2022	April Vacation	
4/21/2022	April Vacation		
4/25/2022	Town Meeting		
4/27/2022	Reading Coalition for Prevention & Support Advisory Board Meeting		
4/28/2022	Town Meeting		
	Parker Principal Search Process Review & Approval	Superintendent & School Committee	
May Social Media Coordinators - Tom Wise & Chuck Robinson			
May	5/2/2022	Town Meeting	
	5/5/2022	Town Meeting	
	5/9/2022	Superintendent Evaluation - Process, Progress, & Data Review	Superintendent
		District Improvement Plan Update	Superintendent
		School Choice # Update	Superintendent, Director of Finance & Operations
		School Committee Letter to Support \$25K Earmark for Robotics Program	School Committee
		Literacy Update Pre RAAC Meeting	Superintendent, Assistant Superintendent of Learning & Teaching
		Policy JICH and Procedure JICH-R Update Review & Approval	School Committee
	5/10/2022	Special Education Parent Advisory Council Meeting	
	5/11/2022	Reading ARPA Advisory Committee Meeting	
	5/12/2022	Elementary Open House	
5/19/2022	Middle School Open House		
5/24/2022	Reading ARPA Advisory Committee Meeting		
5/25/2022	Reading Coalition for Prevention & Support Advisory Board Meeting		
5/26/2022	Final Vote on FY23 Budget & Capital Plan (A)	Director of Finance & Operations, School Committee	
	Annual METCO Update	Director of METCO	
	RMHS Track Advisory Committee	Director of Finance & Operations, School Committee	
5/30/2022	Memorial Day		
June Social Media Coordinators - Erin Gaffen & Carla Nazzaro			
June	6/5/2022	RMHS Graduation	
	6/9/2022	Superintendent Evaluation	School Committee
		Staff Recognition	Director of Human Resources
		Student Recognition	Superintendent & School Committee
		RMHS Handbook Updates (A)	RMHS Administration
		(Placeholder) DESE District Review	Superintendent
		SEPAC Year End Update	SEPAC
		Special Education & Student Services Year End Update	Assistant Superintendent of Student Services
	6/14/2022	Special Education Parent Advisory Council Meeting	
	6/16/2022	FY22 Budget Transfers (if needed) (A)	Director of Finance & Operations
	Declare Surplus Equipment (A)	Director of Finance & Operations	
	FY22 Quarterly Personnel Update	Director of Human Resources	
	Learning & Teaching Year End Update	Assistant Superintendent of Learning & Teaching	
	Reorganization	School Committee	
	Liaison Discussion	School Committee	
6/20/2022	Juneteenth Observed		
6/21/2022	Last Day of School		
6/29/2022	Reading Coalition for Prevention & Support Advisory Board Meeting		
July Social Media Coordinators - Shawn Brandt & Sarah McLaughlin			