



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, January 9, 2024

TIME: 5:30 P.M. Workshop

6:00 P.M. Regular Session

NOTE LOCATION: In-Person at Superintendent’s Conference Room

86 Powder Mill Road, Southwick, MA 01077

***NOTE TIME AND LOCATION**

Community members who do not wish to attend in-person are also able to watch the meeting on LiveStream via ZOOM Webinar. However, public comment will not be allowed via Zoom. In the event of disruption of the LiveStream, the in-person meeting shall continue to proceed.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82174177020?pwd=L1ZOaVA5Q0p2aHpVV0F6QjJkeWlvZz09>

Passcode: ZP9z2G

Or One tap mobile :

+13017158592, 82174177020#, *566812# US +13052241968, 82174177020#, *566812#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

+1 301 715 8592 +1 305 224 1968 +1 309 205 3325 +1 312 626 6799 +1 646 931 3860 +1 929 205 6099

+1 719 359 4580 +1 253 205 0468 +1 253 215 8782 +1 346 248 7799 +1 360 209 5623 +1 386 347 5053

+1 507 473 4847 +1 564 217 2000 +1 669 444 9171 +1 669 900 6833 +1 689 278 1000

Webinar ID: 821 7417 7020 Passcode: 566812

International numbers available: <https://us02web.zoom.us/j/82174177020>

AGENDA

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Agenda times are estimates.

I. WORKSHOP (5:30 p.m.)

- A. Attendance
- B. Opening Ceremony
- C. Technology Training
- D. Adjournment

II. ROUTINE (6:00 p.m.) – BEGIN PUBLIC SESSION & Zoom Webinar

- A. Attendance
- B. Opening Ceremony
- C. Consent Agenda – Minutes of 12/19/23; SRS Fundraiser (Girls Basketball Online Snap Raise); SRS Out-of-State Field Trip (N.E. Air Museum, Windsor Locks, CT)
- D. Warrants
- E. Correspondence

III. PUBLIC COMMENT – excluding personnel issues

Anyone wishing to make a public comment must appear in-person at the meeting.

In-person speakers will be allowed three (3) minutes to present their material and must begin by stating their name and address. The total time limit for public comment is fifteen (15) minutes. The presiding chairperson may permit extension of this time limit, in extenuating circumstances.

Improper conduct and remarks will not be allowed. Comments may offer such objective criticisms of the school operations and programs as concern them, but in public session, the committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.

IV. STUDENT ADVISORY REPORT

V. EDUCATIONAL PRESENTATION

- Deeper Learning Implementation Grant – Joe Turmel, Director of Finance and Operations
- 2024/2025 STGRSD Calendar

VI. POLICIES

- None

VII. ACTION ITEMS

- A. Approve Consent Agenda
- B. Accept Deeper Learning Implementation Grant and Approve Expenditures
- C. Approve 2024/2025 STGRSD Calendar

VIII. REPORTS

- A. Superintendent
Update on Goals
- B. Director of Finance and Operations

IX. SUBCOMMITTEES AND LIAISONS

Negotiations: Locke, Melloni, Fox
Finance: Locke, Stevenson, Fox
L.P.V.E.C. Bd. Collaborative: Emmelmann
L.P.V.E.C. Bd. Corporation: Stevenson
Policy: Petschke, Stevenson, Korobkov
Buildings and Grounds Liaison: Locke, Emmelmann, Stevenson
Instructional Leadership Team (ILT) Liaison: Petschke, Korobkov, Melloni
Wellness Liaison: Locke, Melloni, TBD
SPED Liaison: Petschke, Korobkov, Emmelmann
Technology Liaison: Petschke, Melloni, TBD
Southwick Capital Committee Liaison: Fox
Southwick Master Plan Liaison: N/A
Athletics Liaison: Stevenson
Legislative Liaison: Rotating attendance at MASC

X. PUBLIC COMMENT – excluding personnel issues

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XI. COMMITTEE DISCUSSION

- A. Old Business
- B. New Business

XII. ADJOURNMENT



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, December 19, 2023

TIME: 6:00 P.M.

NOTE LOCATION: In-Person at Superintendent's Conference Room

86 Powder Mill Road

Southwick, MA 01077

MINUTES

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Agenda times are estimates.

I. ROUTINE (6:00 p.m.) – BEGIN PUBLIC SESSION & ZOOM WEBINAR

A. Attendance

The meeting was called to order by Mr. Stevenson at 6:02 p.m.

Motion by Petschke, seconded by Korobkov 7/0/0

- | | | |
|--------------------------|-------------------------------------|--|
| School Committee | <input checked="" type="checkbox"/> | Robert Stevenson, Southwick, Chairman |
| (Participants): | <input checked="" type="checkbox"/> | Pamela Petschke, Granville, Vice Chairperson |
| | <input checked="" type="checkbox"/> | Ryan Korobkov, Southwick, Secretary |
| | <input checked="" type="checkbox"/> | Theodore Locke, Tolland |
| | <input checked="" type="checkbox"/> | Russell Fox, Southwick |
| | <input checked="" type="checkbox"/> | Erika Emmelmann, Southwick |
| | <input checked="" type="checkbox"/> | Desiree Melloni, Southwick |
| Administration | <input type="checkbox"/> | Jennifer Willard, Superintendent |
| (Participants): | <input checked="" type="checkbox"/> | Joseph Turmel, Director of Finance and Operations |
| | <input checked="" type="checkbox"/> | Serena Shorter, Principal, Southwick Regional School |
| | <input checked="" type="checkbox"/> | Erin Mountain, Recording Secretary |
| Student Representatives: | <input checked="" type="checkbox"/> | Magnolia Dickinson |
| News Media: | <input type="checkbox"/> | None |
| Observers/ Attendees: | <input type="checkbox"/> | Approx. 5 |

B. Opening Ceremony

Pledge of Allegiance

C. Consent Agenda – Minutes of 12/4/23; SRS Fundraisers (Class of 2024 Snack Shack; Class of 2026 Gr. 7/8 Dance)

D. Warrants

Circulating

E. Correspondence

None

II. PUBLIC COMMENT – excluding personnel issues

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Maragaret Creswell, 228 Feeding Hills Road, Southwick – Ms. Creswell retired this year (school bus driver) and signed up for the District health insurance so it would start 1/1/23. She explained that she had some issues earlier in the year with the dental insurance but that was resolved. She explained that other issues surfaced at the end of November pertaining to her health insurance payment, the retirement board and Social Security. She contacted Human Resources and discussed the money owed from June 1 through November 2023. She had insurance during this time but she still had some concerns about the payment of this money. Mr. Stevenson said that he would take Ms. Creswell’s contact info, speak to Mr. Turmel and get back to her.

Thomas Daly, 6 Tiffany Circle, Westfield – his child is a School Choice student in our district and he expressed concerns about the things going on in the schools across the country today. He is requesting to obtain the teaching materials/curriculum and lesson plans for grades 6-8 to find out what is being taught in class, specifically in regards to health and sex education (referenced the new state frameworks). He wants students to be taught fact and truth, and he wants to know what the administration is doing to ensure this. He asked about whether the SRS library has inappropriate materials related to pornography. He thinks there is an agenda to indoctrinate our students, and he wants to know what the administration is doing to protect students from this agenda.

III. STUDENT ADVISORY REPORT

Ms. Dickinson reported that auditions for the spring musical are taking place this week. The SADD student organization went to the Southwick, Tolland and Granville Police and Fire departments to give them a gift basket and thank them for working during the holidays. SRS students participated in Wreaths Across America Day on Saturday. The Drama Club members went to New York City and saw a Broadway show last week. After the holiday break, students will have iReady exams and then finals.

Ms. Korobkov mentioned that Woodland held a concert last week and she said tomorrow is the Powder Mill concert; later this week is the concert at SRS.

IV. EDUCATIONAL PRESENTATION

- SRS Yondr Pouches Update – Serena Shorter, Principal

Ms. Shorter reported that today is day 27 since the rollout of the Yondr Pouches. She noted that it is too soon to have data on student engagement. Most students are in the routine of putting their phones in the pouches in the morning, and the assistant principals are doing room checks to see whether students who say they don’t have their phone really do not have their phone.

Mr. Stevenson asked if there were any comments or concerns, and Ms. Shorter explained that in the first few days of the rollout, administrators called and spoke to all families who expressed concern; she said that most parents were understanding. She also noted that teachers are happy with the use of the pouches. Mr. Stevenson asked if other departments at the high school level are considering implementing the phone storage protocol that the Math Department currently uses. Ms. Shorter said yes, the English, and Art/Technology Departments are doing a similar thing with cell phones, but this doesn’t mitigate the other concerns that the administration and teachers have with students taking videos on their phones and leaving class with their phones to go to the bathroom so they can use their phones. The Yondr Pouches allow students to not be apart from their phones. Ms. Shorter said that CTEC has rolled out a similar program and Westfield as well, but she didn’t know what grades in Westfield.

Mr. Stevenson asked Ms. Shorter about the vape sensors. She said they are effective in detecting and deterring the use of vaping, and they also detect tampering (school administration is alerted when tapering happens). Mr. Turmel noted that the school detected tampering, determined who was responsible, and addressed it monetarily. This occurred early on and everyone knows that the sensors have this ability.

V. POLICIES

None

VI. ACTION ITEMS

A. Approve Consent Agenda

Move to approve Consent Agenda items as listed above.

There were no questions or comments.

Motion by Petschke, seconded by Korobkov

7/0/0

- B. Accept Donation of \$500 from Blackbaud Giving Fund and Approve Expenditures
Move to accept Blackbaud donation and approve expenditures.
 Mr. Turmel noted that this is the second donation from Blackbaud.
 Motion by Petschke, seconded by Korobkov 7/0/0

- C. Approve Payment to JJA Sports for Athletics Feasibility Study from Unused Capital Improvement Funds
Move to approve payment of \$30,000 to JJA Sports for Feasibility Study from Unused 2019 Capital Improvement Funds.
 Mr. Turmel explained that we are not able to take funds from E&D, and we learned that there are unused building improvement funds (\$32,000) from 2019 that will allow us to take \$30,000 to fund the entire feasibility study.
 Motion by Petschke, seconded by Korobkov 7/0/0

- D. Approve Non-Contract Employee Wage Increase for IT Technician.
Move to approve Non-Contract Employee Wage Increase to \$18/hour for IT Technician.
 There were no questions or comments.
 Motion by Petschke, seconded by Korobkov 7/0/0

- E. Approve SRS Fundraiser – Class of 2027 Game Night
Move to approve SRS Fundraiser – Class of 2027 Game Night.
 There were no questions or comments.
 Motion by Petschke, seconded by Korobkov 7/0/0

VII. REPORTS

- A. Superintendent
- B. Director of Finance and Operations

VIII. SUBCOMMITTEES AND LIAISONS

Negotiations: Locke, Melloni, Fox – Update was given earlier in the meeting.
Finance: Locke, Stevenson, Fox – Meeting schedule for January – March was provided to subcommittee.
L.P.V.E.C. Bd. Collaborative: Emmelmann – CTEC had a funds management person talk with the board about billing and Special Education needs across the state.
L.P.V.E.C. Bd. Corporation: Stevenson – No report.
Policy: Petschke, Stevenson, Korobkov – Met today; finished Sections G and H. We will review Section I starting at the next meeting in January. We need to find out when we will get the new policies.
Buildings and Grounds Liaison: Locke, Emmelmann, Stevenson – There will be an update soon.
Instructional Leadership Team (ILT) Liaison: Petschke, Korobkov, Melloni – Met recently in person for 1.5 hours. Change has been great and there is a lot of energy. All three schools gave presentations.
Wellness Liaison: Locke, Korobkov, Melloni – No report. A letter was sent today from DESE/Superintendent/Principal about chronic absenteeism, highlighting how each school has higher chronic absenteeism this year than pre-Pandemic (2019). This was a form letter from DESE asking for families’ help in ensuring that students get to school.
SPED Liaison: Petschke, Korobkov, Emmelmann – No report.
Technology Liaison: Petschke, Melloni – No report.
Southwick Capital Committee Liaison: Fox – No report.
Southwick Master Plan Liaison: TBD – N/A.
Athletics Liaison: Stevenson – No report.
Legislative Liaison: Rotating attendance at MASC

IX. PUBLIC COMMENT – excluding personnel issues

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None.

X. COMMITTEE DISCUSSION

A. Old Business

None.

B. New Business

Mr. Fox noted that Ms. Creswell called him last week to bring her concerns to the School Committee. He said that Mr. Turmel is investigating the matter, and he will identify options for her. An update will be provided to the School Committee.

XI. ADJOURNMENT

At 6:39 p.m., a motion was made to adjourn the meeting.

Motion by Petschke, seconded by Korobkov 7/0/0

Respectfully Submitted,

Ryan Korobkov, Secretary

XII. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING

- Agenda for the December 19, 2023 Meeting
- Minutes of the December 4, 2023 Meeting
- SRS Fundraisers: Class of 2024 Snack Shack, Class of 2026 Gr. 7/8 Dance, Class of 2027 Game Night



Southwick-Tolland-Granville Regional School District

Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.
Application must be approved two (2) weeks in advance of activity or must be rescheduled.

Name of Organization: GIRLS BASKETBALL Name of Advisor(s): TIARA JOHNSON
 Date of Application: 1/3/24 Date of Fundraising Activity: Mid-Jan until end of school (February)
 Fundraising Activity: SNAP RAISE - online donations (repeat of last year)
 Location of Fundraiser: Online

Purpose / Beneficiary of Fundraiser: GIRLS BASKETBALL - Shooting shirts and warm up gear. Additional funds (if any) towards a shooting machine.
[TARGET \$1500.00]

MERLON GEORGE (TIARA JOHNSON)
 Applicant Printed Name

[Signature]
 Applicant Signature

[Signature]
 Principal's Signature

[Signature]
 Athletic Director's Signature (if sports related)

Date 1/4/2024

Date 1/3/24

[Signature]
 Superintendent's Signature

School Committee:
 Date Approved _____

When the fundraiser is completed, please submit the following information to the building principal:

Gross Profit: \$ _____

Less Expenses: \$ _____

Net Profit: \$ _____

Account Deposited to: _____ Date Deposited: _____

 Signature of Applicant

 Signature of Building Principal

For Central Office Use

Rec'd: 12/18/23
Returned: 12/27/23

FIELD TRIP REQUEST FORM

Trip Date: Feb 12, 2024

Request Date: Dec. 13, 2023

DIRECTIVES AND REGULATIONS:

1. The Building Administrator must submit this form to the Office of the Superintendent **AT LEAST (3) THREE WEEKS PRIOR TO THE WEEK OF THE PROPOSED TRIP** so that bus/driver availability can be verified.
2. All trips must meet the requirements of purpose, supervision, and policies of each school.
3. The Trip Coordinator is responsible for providing directions to the driver.

Trip Coordinator to Complete This Section:

Destination: New England Air Museum
 Complete Address: 36 Perimeter Rd, Windsor Locks, CT 06096
 Phone Number: 1(860) 623-3305
 School: Circle One: WS PMS SRS Group/Class: Wright Flight Program
 Trip Coordinator (s): John Vershon
 School Departure Time: 8:30 am School Arrival Time: 1:30 pm
 Type of Transportation: Circle One: Van Mini Bus Bus Charter Bus Other: _____
 Cost of Trip to Students: 0 Number of Chaperones: 1
 Trip List Attached: Check One: YES NO Number of Students: 18
 Meals: Check One: Student Provide/Bring from Home Provided on Trip/Eat Out
 School Provide Bagged Lunch School Café During Regular Lunch Period
 Teacher/Advisor: John Vershon

School Office to Complete This Section:

Trip Charged To: District Budget Student Activity Account Wright Flight
 Nurse Needed: YES NO Signature: _____
 Administrator: Approve Reject: Reason: _____
 Signature: [Signature]

Superintendent's Office to Complete This Section:

Transportation: Bus Available: Y N Per LPVEC Date: _____
 Nutrition: Notified: Y N Date: _____
 Superintendent: Approve Reject: Reason: _____
 Signature: [Signature]

The Deeper Learning Implementation Grant (FC 105) is a competitive grant intended to support educators and administrators in advancing equitable access to deeper learning experiences for all students, especially for historically underserved students, through the use of high-quality professional learning routines and structures.

Through this grant, the district will partner with MA DESE's Kaleidoscope Collective team to work on the following:

- Building knowledge of what Deeper Learning is and why it matters for all students
- Refining and implementing tools and routines used during professional learning and instructional planning cycles to align to Deeper Learning and to foster effective pedagogy
- Supporting leaders in building teacher capacity to facilitate units and lessons that develop student's Mastery, Identity, and Creativity
- Calibrating with leaders on classroom observations aligned to Deeper Learning
- Supporting leaders and teachers in implementation of collaborative instructional planning routines and structures
- Supporting leaders in strengthening coherence across all instructional systems in support of Deeper Learning

Specifically, STGRSD will focus on implementing the 14 practices detailed in Peter Liljedahl's book "Building Thinking Classrooms in Mathematics, Grades K-12: Teaching Practices That Enhance Learning". This work connects with the school instructional vision of empowering all students to become critical thinkers, effective problem solvers, clear communicators, and confident mathematicians and the district's strategic objective of engaged learning.

In accepting the grant award, the district commits to:

- Establishing a core grant team of 7–12 members, including at least one school administrator, at least one member of the Instructional Leadership Team, at least one district level instructional leader, and a team of least two teachers who teach the same grade level and content.
- Hosting the MA DESE Kaleidoscope Collective team for multiple learning walks throughout the school year
- Sending a team to participate in a launch meeting, four state-wide convening meetings, and multiple support meetings to be determined by the core grant team in collaboration with the Kaleidoscope Collective team.

The district was awarded \$14,000:

- \$7,000 for teachers stipends for professional learning outside the school day/year
- \$7,000 for supplies and materials



SOUTHWICK-TOLLAND-GRANVILLE REGIONAL SCHOOL DISTRICT 2024/2025 Calendar

- 8/26 Staff Opening Day
- 8/27 Staff PD
- 8/28 First Day of School 1-12
- 8/28 PreK & Kindergarten Screening
- 8/29 PreK Orientation
- 8/30 Half Day: Staff Collaboration

AUGUST 2024						
S	M	T	W	Th	F	S
				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

3/3

School Hours		
	Full Day	Half-Day
SRS	7:35 am - 2:10 pm	7:35 am - 11:00 am
PMS	8:15 am - 2:40 pm	8:15 am - 11:30 am
WS	9:00 am - 3:20 pm	9:00 am - 12:00 pm

- Symbols**
- First Day School**
 - No School**
 - Half Day**

MCAS Testing Schedule March/May: Check School Websites/Calendars

- 9/2 Labor Day: Offices Closed
- 9/3 Kindergarten Orientation
- 9/3 PreK First Day of School
- 9/4 Kindergarten First Day of School

SEPTEMBER 2024							
S	M	T	W	Th	F	S	
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						20/23

15/112

FEBRUARY 2025						
S	M	T	W	Th	F	S
						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	

- 2/17 Presidents' Day: Offices Closed
- 2/18-21 Winter Vacation: No School

- 10/11 Half Day: Staff Collaboration
- 10/14 Columbus Day: Offices Closed
- 10/24 Half Day: Parent Conferences
- 10/25 Half Day: Post Conferences

OCTOBER 2024						
S	M	T	W	Th	F	S
		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	22/45	

MARCH 2025							
S	M	T	W	Th	F	S	
						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						21/133

- 3/13 Half Day: Parent Conference
- 3/14 Half Day: Post Conferences
- 3/14 Term 3 Grades Close

ELA MCAS Testing Delayed Start Dates (Gr. 9, 11, 12 only): Check SRS website/calendar on www.stgrsd.org

- 11/1 Term 1 Grades Close
- 11/11 Veteran's Day: Offices Closed
- 11/27 Half Day: Thanksgiving Break
- 11/28-29 Thanksgiving Break: Offices Closed

NOVEMBER 2024						
S	M	T	W	Th	F	S
					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

18/63

APRIL 2025						
S	M	T	W	Th	F	S
		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	16/149		

- 4/4 Term 3 Grades Close
- 4/4 Half Day: Staff Collaboration
- 4/18 Good Friday: Offices Closed
- 4/21 Patriot's Day: Offices Closed
- 4/22-25 Spring Vacation: No School

- 12/23-31 Holiday Vacation: No School
- 12/25 Holiday: Offices Closed

DECEMBER 2024						
S	M	T	W	Th	F	S
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	15/78			

21/170

MAY 2025						
S	M	T	W	Th	F	S
				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

- 5/23 Half Day: Staff Collaboration
- 5/26 Memorial Day: Offices Closed
- 5/29-30 Kindergarten Screening: No School Kindergarten

Math MCAS Testing Delayed Start Dates (Gr. 9, 11, 12 only): Check SRS website/calendar on www.stgrsd.org

- 1/1 New Year's Day: Offices Closed
- 1/2 Staff PD
- 1/3 Staff PD
- 1/6 SCHOOLS REOPEN
- 1/20 Martin Luther King, Jr. Day: Offices Closed
- 1/24 Half Day: Staff Collaboration Term 2 Grades Close

JANUARY 2025						
S	M	T	W	Th	F	S
			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	

19/97

JUNE 2025						
S	M	T	W	Th	F	S
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	10/180				

- 6/7 Graduation
- 6/12 PreK Last Day (No Snow Days)
- 6/13 K-12 Last Day (180 Days): Half Day
- 6/20 PreK Last Day (5 Snow Days)
- 6/19 Juneteenth Independence Day: Offices Closed
- 6/23 K-12 Last Day (5 Snow Days): Half Day

Superintendent Goals for 2023-2024

Jennifer C. Willard

As in years past, my goals are aligned with the District Strategic Plan.

Goal 1: To improve literacy across the District, I will continue to work collaboratively with administrators on a three-year initiative around the Science of Reading in conjunction with providing new high-quality instructional materials. The intended outcome will result in teachers having an enhanced knowledge around reading and students making at least one year of growth evidenced by District Assessments. (Acceleration Roadmap aligned) (Student Learning Goal)

Key Actions

1. Provide opportunities for teachers to engage in professional development aligned with our District Strategic Initiative- Guaranteed and Viable Curriculum.
2. Provide professional development that will focus on phonics in the early grades and comprehension through the development of background knowledge and vocabulary in the upper grades.
3. Hold quarterly meetings with Director of Curriculum and Instruction on the progress of initiative and next steps.
4. Participate in learning walks at building level to gather data on changes in instructional practice.
5. Support administrators on initiative progress during monthly leadership meetings.

Benchmarks

1. PD calendar with specific professional development aligned to initiative- specifically Hill for Literacy
2. Mid-Year presentation to SC on student growth using District approved screeners, common assessments
3. Collaborative day professional development offerings
4. Beginning of year presentation to SC on student growth using District approved screeners, common assessments

Focus Indicator: Instructional Leadership

1-F- Student Learning- Demonstrates expected impact on student learning based on multiple measures of student learning, growth, and achievement, including student progress on common assessments and statewide student growth measures where available.

III-C- Communication- Engages in regular, two way, culturally proficient communication with families and community stakeholders about student learning and performance, that is provided in multiple formats and reflects understanding of and respect for different families' home languages, culture, and values.

Evidence: District Wide Assessment Calendar
Common Assessment Data

List of parent teacher conference dates

Samples of principal newsletters where they explain what students are learning

UPDATE: As of January, I am on track with all my benchmarks. We have continued our work on the Science of Reading and have held data and monthly literacy meetings with Hill for Literacy. Our teachers have participated in data meetings that help identify target areas for growth. Walkthroughs are continuing and data is being collected to help identify areas that we can still improve on in our instruction. Mid-Year Data will be collected throughout January.

Goal 2: At the beginning of the year, I will support administrators in creating meaningful, actionable, and measurable professional practice goals around using data in real time and how to use that data to support student learning. (Acceleration Roadmap aligned) (Professional Practice)

Key Actions

1. Meet with building administrators to discuss Beginning of Year benchmark data and set student learning growth goals.
2. Conduct a minimum of three meetings with building administrators to discuss building progress towards established goal. Adjust action plan if necessary.
3. Review instructional growth over the course of the year to determine next steps and targeted areas of focus for 2022-2023.
4. Use online assessments (iReady and in class end of unit tests) in preparation for mandated statewide testing.
5. Support administrators to develop and attain meaningful, actionable, and measurable professional practice and student learning goals.

Benchmarks

1. Calendar of benchmark assessments with opportunities for online assessments
2. Dates of meetings with administrators
3. Beginning of year and mid-year presentations to school committee on student growth

Focus Indicators: Instructional Leadership

IV-D- Continuous Learning: Develops and nurtures a culture in which staff members are reflective about their practice and use student data, current research, best practices, and theory to continuously adapt instruction and achieve improved results, as evidenced by:

1. Supporting regular opportunities for administrators and teams to reflect on and collaborate around the effectiveness on a wide range of practices related to instruction and student learning and
2. Engaging in their own continuous learning to improve leadership practice.

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

1-D- Provides effective and timely supervision and evaluation of all staff in alignment with the state regulations and contract provisions.

Evidence: District Wide Assessment Data
Report on District Assessments
District/ School Improvement Plans

UPDATE: As of January, I have met with each principal individually to discuss beginning of year data and targeted areas of growth. We will be meeting after mid-year data has been collected to measure progress and update targeted growth for students. We will also work to identify deficit areas that need to be addressed before the end of the year. Most of my time with principals this year is spent on mentoring two new principals in their roles. We have met on personnel matters, staffing issues, student concerns, etc. This initial time spent with the administrators will support them in their roles and ensure success as they navigate the challenges of being a building principal.

Goal 3: To align our current policies with the Education Reform Law of 1993, I will work collaboratively with the Policy Subcommittee to update our policy manual with a lens on equity. (District Improvement)

Key Actions

1. Work with MASC on a systematic approach to updating policies.
2. Meet with MASC and set realistic timelines for completing this initiative
3. Remove administrative procedures from policy.
4. Create a procedure manual for District use.

Benchmarks

1. Updated policies aligned with Ed Reform of 93

Focus Indicator: Management and Operations

II-D- Environment- Understands and complies with state and federal laws and mandates, school committee policies, collective bargaining agreements, and ethical guidelines.

Evidence: List of updated policies

UPDATE: Through monthly meetings with the Policy Subcommittee, we have reviewed and completed sections A-H of the policy manual. We are waiting for MASC to send us our completed polices to approve them through the school committee and officially update our manual. Once that is complete, we will create a procedural manual that accompanies the policy manual.

Goal 4: Over the course of the year, I will work closely with town leaders to educate and provide up to date financial costs on the anticipated FY25 school year budget with specific attention to out of district special education, out of district vocational costs and necessary positions once funded out of ESSER grants (Special Education related). (District Improvement)

Key Actions

1. Work with our school committee finance sub-committee on topics that are needed to help new members understand the school budget.
2. At November Roundtable, inform members on our E and D and our School choice balances.
3. Provide opportunities for members to ask questions ahead of budget season and provide answers in a timely manner.
4. Join the Rural School Coalition and advocate for Rural School Aid
5. Bring a fiscally sound budget to the towns to meet the needs of our students without the additional ESSER funding.

Benchmarks

1. Share out at SC meetings the outcome of meetings.
2. Budget prepared with clear answers for areas that have grown significantly.

Focus Indicator: Management and Operations

II-E- Fiscal Systems: Develops a budget that supports the district's vision, mission, and goals; allocates and manages expenditures consistent with district/school-level goals and available resources; and effectively communicates budget rationale to staff, community members, municipal stakeholders, and the school committee. Provides regular updates on implementation of the budget.

III-

Evidence: Presentation Materials
 Dates of Presentations
 Completed Budget

UPDATE: This year is as predicted. As of January, we have been informed that state revenues are significantly lower than expected and to anticipate 9C cuts. I have sent letters to our Governor and reached out to local legislators to advocate leaving our regional transportation and rural school aid harmless in any potential 9C cuts. I have also met with our three towns at the November Roundtable and shared the budget concerns for FY25. Our major concerns remain special education, vocational tuition, and social emotional and learning needs of our students. The programs created out of ESSER III funds need to be included in this upcoming budget. I have also discovered that out-of-district vocational tuition is also, by law, the responsibility of the sending town and not a line item in the school's budget. I will be working with legal and the three towns to identify steps necessary to move forward as we cannot continue to cut the Regional School Budget to pay for the rising cost of out-of-district vocational tuitions. A resolution must be reached between the three towns.