

MARBLEHEAD
TOWN CLERK

2025 MAR 17 AM 8:12



| |
|---|
| DATE POSTED: Town Clerk Use Only |
|---|

MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A § 20 Act relative to extending certain COVID-19 measures adopted during the state of emergency

Marblehead School Committee

Name of Board or Committee

Address: Marblehead High School – Library at 2 Humphrey St. Marblehead MA 01945

OR

Zoom Conference: [https://marbleheadschoo-
org.zoom.us/j/97886762817?pwd=5hT6kswaj1CtbJV aC2uYOn1pdiv7fE.1](https://marbleheadschoo-
org.zoom.us/j/97886762817?pwd=5hT6kswaj1CtbJV aC2uYOn1pdiv7fE.1)

Meeting ID: 978 8676 2817

Password: 610612

Dial in Phone: +1 646 931 3860

| | | | | |
|-----------------|--------------|------------------------|-------------|---------------|
| Thursday | March | 20th | 2025 | 5:00PM |
| Day of Week | Month | Date | Year | Time |

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

- I. Initial Business
 - a) Call to order
 - o Motion and vote to meet in executive session pursuant to Massachusetts General Laws chapter 30A, section 21(a) for the following purpose:
 - o Purpose 3, to discuss litigation, Marblehead School Committee and Marblehead Teachers Association, MUPL-24-10570, as an open meeting may have a detrimental effect on the litigating position of the School Committee and the Chair so declares with intent to return to open session not before 6PM.

Chair's Statement following roll call vote on the motion:

- o The Committee will now be meeting in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the purpose 3, to discuss litigation, Marblehead School Committee and Marblehead Teachers Association, MUPL-24-10570, as an open meeting may have a detrimental effect on the litigating position of the School Committee and the Chair so declares with the intent to return to open session not before 6PM.
- II. Executive Session: Strategy discussion with respect to litigation, Marblehead School Committee and Marblehead Teachers Association, MUPL-24-10570.

- III. Return to Open Session (not prior to 6:00PM): Opening Business
 - a) Pledge of Allegiance
 - b) Student Representative
 - c) Commendations
 - d) Public Comment
- IV. School Spotlight: Brown School
- V. District Updates: Supt. John Robidoux
- VI. Consent Action and Agenda Items (vote)
 - a) Schedule of Bills
 - b) Meeting minutes
- VII. School Committee Communication and Discussion Items
 - a) FY26 Marblehead School District budget (vote)
 - b) Proposed overnight trip for DECA Career Development Conference (4/25/25-4/29/25) (vote)
 - c) Proposed Policy IMDB: Flags and Banners: 1st reading
 - d) Timeline for Superintendent Evaluation
 - e) Subcommittee and Liaison Updates
- VIII. Closing Business
 - a) New business
 - b) Announcements
 - c) Correspondence

Adjournment

Hybrid Meeting Notice: Members of the public are welcome to attend this in-person at 2 Humphrey St. Marblehead MA 01945 or by the remote zoom connection provided. Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Jennifer Schaeffner
Posted by: Jennifer Schaeffner
Date: 3/14/25



Marblehead Public Schools

9 Widger Road
Marblehead, Massachusetts 01945
Phone: (781) 639-3140

John Robidoux
Interim Superintendent of Schools

Julia Ferreira
*Assistant Superintendent of
Teaching & Learning*

LisaMarie Ippolito
*Assistant Superintendent of
Student Services*

Michael Pfifferling
*Assistant Superintendent of
Finance & Operations*

MEMORANDUM

TO: Marblehead School Committee
FROM: Michael Pfifferling, Assistant Superintendent of Finance and Operations
DATE: March 18, 2025
RE: Schedule of Bills for Approval

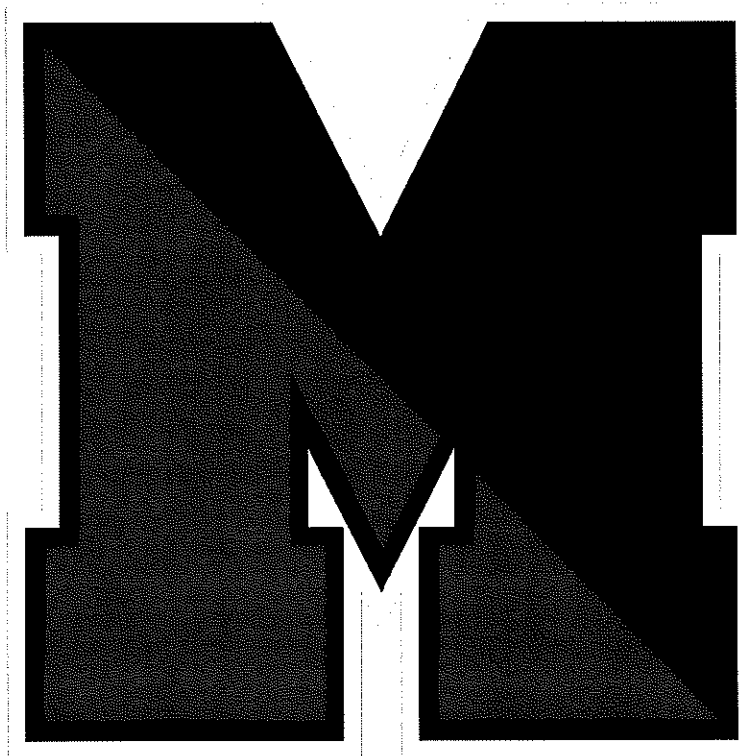
Included in this packet are the following Schedules of Bills for your consideration. The schedules and invoices have been uploaded to the shared drive.

| Schedule | Amount |
|--------------|----------------------|
| 26314 | \$ 11,089.93 |
| 26315 | \$ 88,919.87 |
| 26316 | \$ 13,315.50 |
| 26317 | \$ 111,583.14 |
| 26324 | \$ 210,516.94 |
| 26338 | \$ 220,020.65 |
| 26340 | \$ 36,302.14 |
| 26351 | \$ 218,530.27 |
| 26362 | \$ 15,946.75 |
| 26365 | \$ 33,711.97 |
| 26363 | \$ 13,807.95 |
| Total | \$ 973,745.11 |

Suggested Motion:

Motion to approve the identified schedules of bills totaling \$973,745.11

Marblehead Public Schools



Fiscal Year 2026
Superintendent's Proposed Budget
School Year 2025-2026



Marblehead Public Schools

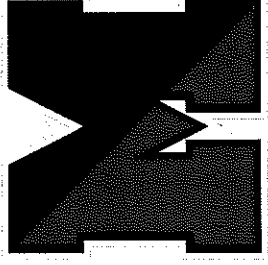
Fiscal Year 2026

Superintendent's Proposed Budget

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Marblehead Public Schools

FY26 Superintendent's Proposed Budget

February 13, 2025

John J. Robidoux, Interim Superintendent of Schools

Michael Pfifferling, Assistant Superintendent of Finance & Operations

Julia Ferreira, Assistant Superintendent of Teaching and Learning

LisaMarie Ippolito, Assistant Superintendent of Student Services

MPS Leadership Team - Principals, Directors

M Marblehead Public Schools

Mission

To foster in all students a passion for learning and to provide safe and nurturing, inclusive school environments in which they can develop the values, knowledge, and skills needed to achieve full potential in their personal, social and work lives to become engaged and contributing members of society.

Vision

To be a model school district, exemplary in its student engagement and academic excellence, in which all students and staff reach their highest potential in partnership with the community.

Core Values

Student Achievement: We will provide challenging standards and differentiated instruction to encourage students to excel and become confident, engaged learners who achieve their potential.

Personal Growth: We will provide students with opportunities to grow socially, emotionally, physically and academically, and to be respectful, contributing members of society.

Partnerships and Collaboration: As a shared responsibility, we will foster partnerships among the schools, families, businesses and community at large.

School Culture: We will create an environment of respect and appreciation for individual and cultural differences and instill a passion for responsible social action.

Resources: We will make decisions in the best interests of students' growth, recognizing funding that supports educational excellence and social/emotional well-being. Page 2

M Fiscal Year 2026 (FY26) Educational Priorities

To meet the academic and social-emotional needs of ALL students.

- Cultivate a sense of belonging and allowance for student, staff, parent and community input
- Use a Multi Tiered System of Support (MTSS) to promote student success
- Align strategies with the current District Plan for Success and School Improvement Plans
- Utilize data based decision-making aligned with curriculum
- Ensure culturally responsive teaching practices are in place
- Challenge students with rigorous instruction while providing appropriate levels of support for all within safe learning environments
- Enhance and reimagine Special Education programming and service delivery to meet student's individual needs

M FY26 Budget Development

Overarching Goal - To develop a fiscally responsible level-services budget incorporating feedback and input from administrative stakeholders providing a clear understanding of what is required to educate Marblehead students.

- Administrators identified resources and services required to provide high quality education to students.
- Ensured the appropriate staffing levels and programs are in place to support students' social, emotional, and behavioral health in conjunction with rigorous academics.
- Identified areas of staffing efficiency and attrition.
- Identified and managed revenue streams outside of the local operating budget (i.e. federal and state grant opportunities, user fees).
- Established meaningful communication and collaboration with Town officials, the Finance Committee, and the Select Board.
- Continued collaboration with PTOs/PCOs and community partners whose ongoing and generous support to our students and staff is invaluable.

M FY26 Budget Assumptions

During the FY26 Budget Development, the following assumptions were made with regard to Salaries, Supplies, Contracted Services, Utilities, Curriculum and Special Education Out of District obligations.

- Increase all Salary Steps / Lanes as indicated by settled Collective Bargaining Agreements for FY26 (SY 2025-2026).
- Increase non-represented employees by 2% COLA.
- Increase Supply and Contracted Service lines by 2% unless otherwise specified. Principals, directors and departments were permitted to increase and decrease individual lines, provided the net increase did not exceed 2%.
- Increase Utilities by 4%.
- \$200,000 investment in Curriculum refresh cycle.
- Increase Special Education Out of District Tuitions and Transportation to align with known expenses and DESE approved increases.

M Level Services Budget, Defined

- **Level Funded**
 - Same funding as previous year
 - Typically indicates a reduction in services / staff
- **Level Services**
 - Provides all of the services / staffing / supplies as the previous year
 - Typically includes salary increase (CBA commitments) and contracted services increases
- **Increased Services**
 - Provides funds above and beyond what is needed for Level Service.
 - Allows for increases in services and/or staffing

M FY26 Proposed Budget

FY26 Level Services Budget Request:
\$49,120,285

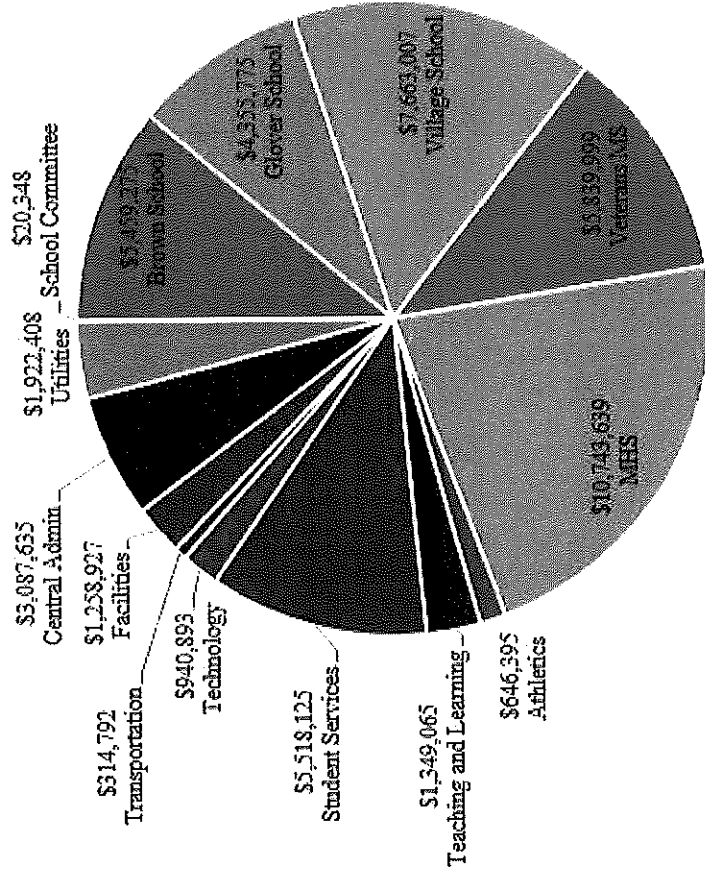
FY25 Adopted Budget:
\$46,759,111

Represents an increase of:
\$2,361,174

FY26 Level Services Budget Increase %
5.05%

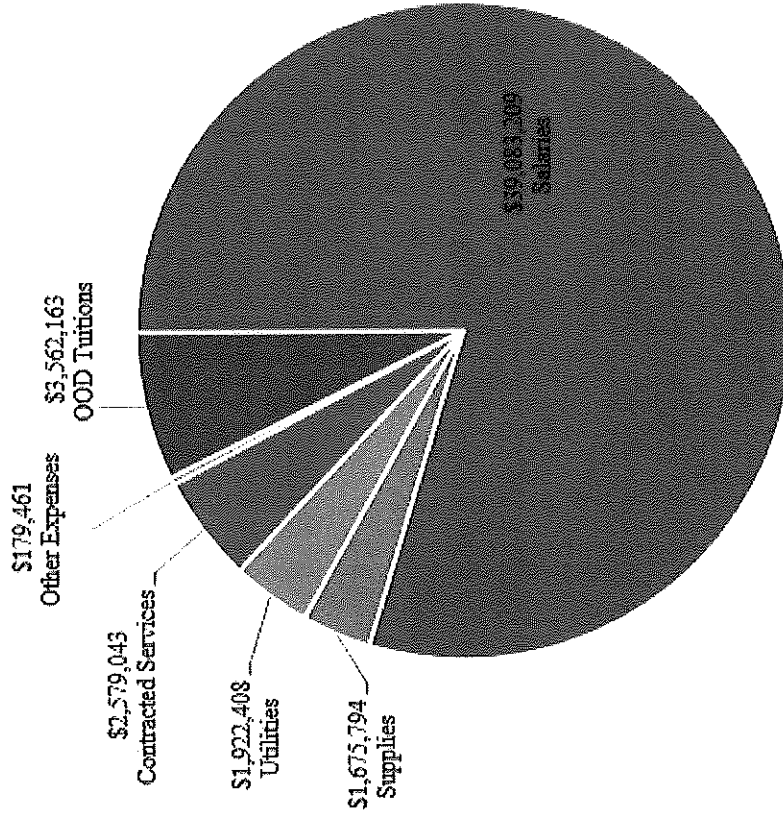
M Budget Allocation by Department

FY26 Budget by Department



M Budget Allocation by Category

FY26 Budget by Category



M Budget Offsets / Revolving Accounts

- A revolving fund separately accounts for specific revenues and earmarks them for expenditures without appropriation for particular purposes to support the activity, program, or service that generated the revenues.
- Sound financial practice encourages carry forward reserves of one year of revenue and advises against budgeting for expenditure beyond the carry forward reserve amount for the upcoming year.

| | | |
|------------------------------|---|--------------|
| School Lunch | Staff Salaries & Benefits / Supplies / Maintenance / Upgrades | \$ 1,722,472 |
| User Fees | Athletic and EC Stipends, Supplies and Services | \$ 400,000 |
| Tuition - Educations | Split with MHS / District to support students and learning | \$ 60,000 |
| Guidance | Software to assist students in choosing & apply in to post grad options | \$ 2,500 |
| Special Ed Circuit Breaker | Offsets tuition and transportation for Out of District Students | \$ 1,563,702 |
| Special Ed Tuition In | Supports staff salaries and services for tuition in Spec Ed students | \$ 150,000 |
| Facility Rental | Supports building improvements / custodial staff / maintenance | \$ 107,000 |
| Pre-K / Kindergarten Tuition | Supports staff salaries and supplies for 2nd half of school day | \$ 620,000 |
| Athletics | Supports game day staff for security / ticketing / supervision | \$ 28,000 |

* The School Lunch fund is a self-sustaining revolving fund. Costs allocated to this fund must support the operation or improvement of the food service. Federal regulations prohibit carrying forward a full year's revenue in this fund.



Budget Offsets - FY25 Federal Grant Awards

Every Student Succeeds Act Grant:

Title I - \$101,457

Title II - \$39,539

Title III - \$17,921

Title IV - \$10,000

Individuals with Disabilities Education Act Grant (240): \$757,781

Early Childhood Grant (262): \$21,292

Total: \$947,992

M Budget Driver - FY26 Unit A Staffing

2025-2026 - FTE's

| | B | B9 | B21 | B30 | M | M15 | M30 | M45 | M60 | M75 |
|--------------|-------------|----------|----------|------------|--------------|-------------|-------------|-------------|-------------|-------------|
| 1 | | | | | | | | | | |
| 2 | | | | | 17.6 | | | | | |
| 3 | 6.0 | | | | 11.1 | | | | | |
| 4 | 6.0 | | | | 15.0 | | | | | 1.0 |
| 5 | 1.0 | | | | 15.4 | | | | | |
| 6 | | | | | 2.7 | | | | | |
| 7 | | | | | 6.0 | | 2.0 | | | |
| 8 | 2.0 | | | | 2.5 | 1.0 | 1.0 | 1.0 | | |
| 9 | 10.8 | | | 3.0 | 7.0 | 1.6 | | | | 1.0 |
| 10 | | | | | 4.0 | 1.0 | 2.0 | | | 1.0 |
| 11 | | | | | | | | | | |
| 12 | | | | | | | | | | |
| 13 | | | | | 42.0 | 28.0 | 33.6 | 18.0 | 22.0 | 35.0 |
| Total | 25.8 | - | - | 3.0 | 123.3 | 31.6 | 38.6 | 19.0 | 22.0 | 39.0 |

M 2024-2025 District Demographics

| Enrollment by Race/Ethnicity (2024-25) | |
|---|---------------|
| Race | % of District |
| American Indian or Alaska Native | 0.0 |
| Asian | 1.6 |
| Black or African American | 2.3 |
| Hispanic or Latino | 8.3 |
| Multi-Race, Not Hispanic or Latino | 4.3 |
| Native Hawaiian or Other Pacific Islander | 0.0 |
| White | 83.4 |

| Title | % of District |
|----------------------------|---------------|
| High Needs | 29.4 |
| English Learners | 3.4 |
| First Language Not English | 8.0 |
| Low Income | 11.7 |
| Students with Disabilities | 19.2 |

Total students enrolled: 2,564

M Office of Teaching & Learning Goals

Areas of focus for the Office of Teaching and Learning

1. Curriculum & Instruction

- Expand and refine instruction to ensure the taught curriculum is consistent and equitable for all students.
- Ensure **financial sources to support the curriculum.**
- Identify, create, and evaluate practices to ensure all students have access to high-quality educational opportunities within our Multi-Tiered System of Support (MTSS) framework.

2. Assessment

- Develop consistent systems, common assessments, and processes for data inquiry and analysis to support instructional excellence and student growth.
- Integrate universal assessment tools (iReady, IXL, mCLASS) to allow for data analysis.

3. Professional Development

- Provide professional development that supports educator development, including best practices for an inclusive curriculum.
- Implement aligned, high-quality curriculum with curated professional development to support the adoption of new curriculum.
- Increase the academic achievement of our English Learners and students with disabilities, while supporting their social-emotional well-being by implementing targeted professional development to strengthen tier 1 instruction, and expand on tier 2 and 3 academic and social-emotional supports, as outlined in our MPS Student Opportunities Act plan.

M Office of Teaching & Learning Updates

Recent Updates to Teaching and Learning in MPS

Curriculum & Instruction

- Strengthened the Multi-Tiered Systems of Support framework to support all MPS learners
- Implemented new literacy program, gr. K-6 (Wit & Wisdom), and new Social-Emotional Learning curriculum, grades PreK-12 (Wayfinder)
- **Curriculum review** of English Learner Education and Science curriculum, currently under-way
- Continuous updating of Scope and Sequence

Assessment

- Created Assessment Schedule, gr. K-8
- Updated early literacy screening process and adopted new assessment program, gr. K-6 (mCLASS)
- Piloting student assessment and intervention program, gr. 4-6 (IXL)

Professional Development

- Created and implemented District-wide Professional Development Plan
- Strengthened Professional Development Committee and implemented a Professional Development Point process for educators
- Dedicated financial resources to support the professional learning of our educators
- Integrated District-led professional development opportunities for educators to collaborate with colleagues to ensure horizontal and vertical alignment
- Created AI Steering Committee

M Special Education - Goals

- To allow for more targeted and effective instructional strategies and regularly reviewing and adjusting assessments will ensure that student profiles align to their needs.
- Invest in ongoing professional development for special education staff to ensure they are equipped with the latest instructional strategies and best practices.
- Allocate appropriate resources to develop and expand in-house specialized programs to meet the diverse needs of students with disabilities.
- Continue to build vertical alignment in services and programs.
- Foster relationship with our families and provide open communication and feedback.



Out of District Costs

Overall projected FY26 Tuitions = \$5,125,865

- Is a total increase of \$277,756 (5.7%) increase over FY25
- Increased tuitions reflect the *OSD anticipated rate increase 4.69%
 - FY26 anticipating 47 students to be in Out of District placements
 - FY25 currently have 50 students in Out of District placements
- **Budget Offsets:**
 - State “Circuit Breaker” FY25 Reimbursement: \$1,563,702
 - Special Education Tuition-In Estimated Offset: \$100,000 (Offset 4 salaries at \$25,000 each)

*Operational Services Division (OSD) is responsible for setting tuition prices for more than 200 approved special education programs

M Athletics - Goals

- Provide safe, enjoyable athletic programming for the benefit of as many student-athletes as possible. Each team will do their very best to compete successfully with Northeast Conference & non-league opponents and in the state MIAA tournament.
- Build an athletic department culture of respect that extends across our schools, the community, and all aspects of what we do.
- Achieve our performance goals while living the core values of the athletic department: Integrity, Teamwork, Responsibility, Commitment, Sportsmanship and Respect.
- Create opportunities for student-athletes to experience athletic competition and gain valuable life lessons through the experiences and benefits of athletics and team membership.
- Support team captains to develop leadership skills and student leaders
 - Captains Leadership Council
 - NEC Leadership Seminar
 - Female Leadership Conference

M Athletics - Student Participation, 24-25

| Season | Teams | Student-Athletes | Paid Coaches | Volunteer Coaches |
|--------|-------|------------------|--------------|-------------------|
| Fall | 27 | 546 | 35 | 7 |
| Winter | 24 | 457 | 33 | 11 |
| Spring | 19 | 505 | 30 | 8 |

| Fall Season | Winter Season | Spring Season |
|--------------------------|-----------------------|------------------------|
| HS Boys Cross Country | HS Boys Basketball | HS Baseball |
| HS Girls Cross Country | HS Girls Basketball | HS Softball |
| HS Field Hockey | HS Boys Ice Hockey | HS Boys Lacrosse |
| HS Football | HS Girls Ice Hockey | HS Girls Lacrosse |
| HS Golf | HS Swimming | HS Boys Outdoor Track |
| HS Boys Soccer | HS Gymnastics | HS Girls Outdoor Track |
| HS Girls Soccer | HS Boys Indoor Track | HS Boys Tennis |
| HS Girls Volleyball | HS Girls Indoor Track | HS Girls Tennis |
| HS Football Cheerleading | HS Ski Team | HS Sailing |
| MS Field Hockey | HS Wrestling | MS Outdoor Track |
| MS Cross Country | MS Basketball | |

The Athletic Department at Marblehead Public Schools serves over 900 student-athletes from both Marblehead High School and Marblehead Veterans Middle School, supporting 70 teams across 32 sports. This is made possible by a dedicated team of 98 paid coaches and 26 volunteer coaches. Each year, the department organizes and oversees over 1000 events, managing officials, logistics and coordinating transportation for all our athletes.

M Athletics - Current User Fee Structure

| Athletics – User Fees | |
|--|-------------------------|
| High School | 2024 - 2025 Rate |
| 1st Season | \$ 540.00 |
| 2nd Season | \$ 490.00 |
| 3rd Season | \$ 440.00 |
| Middle School | 2024 - 2025 Rate |
| 1st Season | \$ 260.00 |
| 2nd Season | \$ 210.00 |
| 3rd Season | \$ 160.00 |
| Non-Athletics – User Fees | |
| 2024 - 2025 Rates | |
| High School Clubs or Flag Football (unlimited) | \$ 290.00 |
| Middle School Intramural Sports/Activities (unlimited) | \$ 290.00 |
| Elementary Intramural Sports/Activities (Unlimited) | \$ 290.00 |
| 2024-2025 Family Maximum | \$ 2060.00 |

M Technology - Goals

- **Smart Panel Training**
 - Continue to provide ongoing Professional Development for the staff on the Smart panels and integrating them into the curriculum
- **Cybersecurity Awareness**
 - Continue staff training provided by Municipal Cybersecurity Awareness Grant Program
- **School Security Cameras**
 - Replace and upgrade outdoor cameras at the Glover school
 - Survey current school camera operations to identify areas for additions/upgrades
- **School Security Access Controls**
 - Survey current school door access controls to identify areas for additions/upgrades
- **Wireless Access Point replacement for all schools**
 - 5 Year refresh for wireless access points using ERATE and local funding

M Technology

| District-Owned Devices | Count |
|------------------------|-------------|
| Apple iPads | 1493 |
| Chromebooks | 3096 |
| Laptops | 520 |
| Desktops | 485 |
| Total | 5594 |

Device Overview

Grades K-2 Apple iPads 1:1
 Grades 3-6 Chromebooks 1:1
 Grades 7-8 Chromebooks 1:2
 Grades 9-12 Chromebooks classroom
 loaners & MCAS devices; MHS BYOD

*Devices connected onto our system
 over the last 30 days district owned and
 guests = **23,736**

M Facilities - Goals

- **Building Maintenance - Efficiency and Optimization**
 - **Streamline maintenance operations:** Utilizing PFS plan to extend life of all school buildings through following the district maintenance plan.
 - **Minimize equipment downtime:** Prioritize preventive maintenance through scheduled tasks and inspections to catch potential issues early.

- **Safety and Security**
 - Follow regular safety inspections, emergency response protocols, and staff training.
 - Utilize security systems, access cards, or security personnel to manage entry points.
 - Continue to pursue newer/ better approaches to security, working with MPD.

- **Promote a Culture of Cleanliness**
 - **Encourage good habits:** Implement signage and reminders encouraging proper waste disposal, tidying up personal spaces, and reporting spills or messes promptly.
 - **Recognize and reward positive behavior:** Acknowledge and appreciate individuals or groups who consistently contribute to maintaining a clean environment.

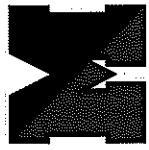
M Food Services - Goals

- As part of the strategic plan for the 2025-2026 school year, efforts are being made to create additional revenue streams to support the successful implementation and long-term sustainability of the school lunch program. These new initiatives are designed to diversify income sources, offset rising operational expenses, and capitalize on emerging opportunities, to ensure the program remains financially viable and able to continue providing essential services to students.
- There has been a steady increase in lunch participation and a substantial increase in breakfast participation in recent months. This positive trend is expected to continue through the remainder of the 2024-2025 school year and into the following year, with projections indicating further growth in both meal services.

M Food Services - Revenues & Expenses

| Type | FY24 Actuals | FY25 Projected | FY26 Projected | % Change |
|-----------------------|------------------|-----------------|------------------|----------------|
| Revenues | \$1,361,686 | \$1,485,309 | \$1,722,472 | 15.97% |
| Expenses | \$1,147,668 | \$1,448,484 | \$1,605,868 | 10.87% |
| Profit / Loss* | \$214,018 | \$36,825 | \$116,604 | 216.64% |

**Revenues less expenses equal profit/loss.*



Brown School

Principal, Mary M. Maxfield

M Brown FY26 Overarching Goals

- Strengthening our Multi-Tiered System of support (MTSS) with improved data systems in order to meet all students academic *and* social-emotional-behavioral needs.
- Fidelity to Year 3 Implementation of our Literacy Program, Wit & Wisdom, supported by Coaches and Principal.
- Continued emphasis on Tier I Social Emotional Learning using Wayfinder, Positive Behavior Interventions & Support (PBIS), Responsive Classroom, and Zones of Regulation.
- Continued development of a sense of belonging for all students across the school with emphasis on Differentiated instruction and the DCAP.

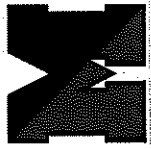
M Brown Enrollment & Class Size

Enrollment

| Grade | FY25 Actual | FY26 Projected |
|--------------|--------------------|-----------------------|
| PreK | 30 | 35 |
| K | 98 | 98 |
| 1 | 110 | 108 |
| 2 | 105 | 112 |
| 3 | 99 | 107 |
| Total | 442 | 460 |

Class Size

| Grade | FY25 Actual Class Size | FY26 Projected Class Size |
|--------------|-------------------------------|----------------------------------|
| PreK | 10 | 10 |
| K | 19.6 | 19.6 |
| 1 | 22 | 21 |
| 2 | 21 | 22 |
| 3 | 19.8 | 22 |



Glover School

Interim Principal, Frank Kowalski

M Glover FY26 Overarching Goals

- Strengthening our Multi-Tiered System of support (MTSS) with improved data systems in order to meet all students academic *and* social-emotional-behavioral needs.
- Continued fidelity to Year 3 Implementation of our Literacy Program, Wit & Wisdom, supported by Coaches and Principal.
- Ongoing emphasis on Tier I Social Emotional Learning using Wayfinder, Positive Behavior Interventions & Support (PBIS), Responsive Classroom, and Zones of Regulation.

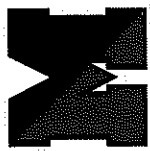
M Glover Enrollment & Class Size

Enrollment

| Grade | FY25 Actual | FY26 Projected |
|--------------|--------------------|-----------------------|
| PreK | 35 | 35 |
| K | 67 | 72 |
| 1 | 62 | 72 |
| 2 | 82 | 64 |
| 3 | 71 | 84 |
| Total | 317 | 327 |

Class Size

| Grade | FY25 Actual Class Size | FY26 Projected Class Size |
|--------------|-------------------------------|----------------------------------|
| PreK | 10.3 | 10.3 |
| K | 16.75 | 18 |
| 1 | 20.6 | 18 |
| 2 | 20.5 | 21.3 |
| 3 | 17.75 | 21 |



Village School

Principal, Scott Williams

M Village FY26 Overarching Goals

We are the Village Ducks: Dynamic, Unique, Courageous, Kind and Safe!

- PBIS (Positive Behavior intervention Support) Dynamic Ducks Earning Duck Dollars!
- Multi-Tiered System of Supports (MTSS) to meet the academic, social and emotional needs of all of our learners
- Continuation of our WIN (What I Need) Blocks, addressing the needs of our students through a three-tiered approach
- Implementation of our new Tier 1 Social and Emotional program, *Wayfinder*.
- *Wit and Wisdom* Literacy Program, year 3 in FY26
- Ongoing frequent Data Meetings, including analysis of student performance to inform our instruction to meet the needs of our diverse learners.
- Inclusionary practices for our learners receiving special education services.
- Principal Learning Walks, to align and calibrate best practices across the MPS district.
- Empowering our team of Teacher Leaders to maximize their skills during Professional Learning Community meetings.
- Developing strong partnerships with our community parent groups (including but not limited to) Village PTO and School Advisory Council.
- Empowering student voice through club opportunities, student newspaper, Student Ambassador Program, and leadership opportunities (morning announcements, Composting program, Peer Leaders)

M Village Enrollment & Class Size

Enrollment

| Grade | FY25 Actual | FY26 Projected |
|--------------|--------------------|-----------------------|
| 4 | 172 | 184 |
| 5 | 181 | 180 |
| 6 | 166 | 186 |
| Total | 519 | 550 |

Class Size

| Grade | FY25 Actual Class Size | FY26 Projected Class Size |
|--------------|-------------------------------|----------------------------------|
| 4 | 21.5 | 23 |
| 5 | 18.1 | 22.5 |
| 6 | 20.75 | 18.6 |

M Marblehead Veterans Middle School

Principal, Matt Fox

M MVMS FY26 Overarching Goals

- MVMS will continue to commit to the student-centered strategies and structures found within a true middle school model.
- MVMS will continue to support student learning and social-emotional growth through a comprehensive system of tiered support based upon strong in-class (Tier 1) practices and a district-wide social-emotional curriculum.
- As part of our multi-tiered system of support, MVMS will continue to evaluate and improve our WIN block to provide interventions and enrichments for our students.
- MVMS will continue to encourage and analyze student input and voice to evaluate our positive strategies to increase feelings of belonging and community for all our students.

M MVMS Enrollment & Class Size

Enrollment

| Grade | FY25 Actual | FY26 Projected |
|--------------|-------------|----------------|
| 7 | 235 | 175 |
| 8 | 208 | 184 |
| Total | 443 | 359 |

Class Size

| Subject | Grade | # of Sections | Average Class Size by Grade | Average class size by Subject |
|-----------------|---------|-------------------|-----------------------------|-------------------------------|
| English | 7 | 10 | 17 | 17 |
| | 8 | 12 | 18 | |
| Math | 7 | 10 | 16.5 | 19 |
| | 8 | 10 | 21 | |
| Science | 7 | 10 | 17.5 | 20 |
| | 8 | 10 | 22.5 | |
| Social Studies | 7 | 10 | 17 | 19 |
| | 8 | 11 | 20 | |
| World Languages | French | 5 | 19.4 | 21 |
| | Spanish | 10 | 22 | |
| Unified Arts | 7/8 | 40 (quarter-long) | 17/20.5 | 18.5 |
| Health/PE | 7/8 | 20 (semester) | 18/23 | 20.5 |

M Marblehead High School

Principal, Dr. Michele Carlson

M **MHS FY26 Overarching Goals**

- Maintain the multi-tiered interventions that are currently in place
- Revise and align the curriculum and courses at MHS
- Continue supporting vertical alignment with MVMS
- Ensure all students have access to high-quality educational opportunities
- Foster a sense of inclusion and belonging for all students

M MHS Enrollment & Class Size

Enrollment

| Grade | FY 25 Actual | FY 26 Projected |
|--------------|--------------|-----------------|
| Grade 9 | 206 | 231 |
| Grade 10 | 217 | 208 |
| Grade 11 | 191 | 221 |
| Grade 12 | 241 | 200 |
| Total | 855 | 860 |

Class Size

Class Size Data for Marblehead High School

| Subject | # of Sections (FYE) | Average Class Size | # of Teachers |
|--------------------|---------------------|--------------------|---------------|
| English** | 55 | 16.5 | 11 |
| Math** | 55 | 17.3 | 11 |
| Science** | 55 | 17.6 | 11 |
| Social Studies | 50 | 19.2 | 10 |
| World Languages | | | |
| French | 10 | 15.4 | 2 |
| Latin | 3 | 12.3 | .6 |
| Spanish | 30 | 18.6 | 6 |
| Wellness | 20 | 20.1 | 4 |
| Applied Arts* | 13 | 11.5 | 2.2 |
| Performing Arts | 13 | 13.1 | 2 |
| Visual Arts | 15 | 15.6 | 2.8 |
| Business | 5 | 15.4 | 1 |
| Marine Technology* | 5 | 14.2 | 1 |
| Culinary* | 5 | 17.1 | 1 |

* Some classes have size restrictions due to equipment and safety

**MHS offers RTI classes in English, Math & Science these class sizes are smaller because they provide targeted interventions but are figured into the average class size numbers

M Capital Improvement Requests

| FY26 Capital Asks | | | |
|--------------------------------|---------------|------------|----------|
| Item | Explanation | Cost | Priority |
| Glover HVAC Cafeteria | Heat / AC | \$ 70,000 | 1A |
| Glover Playground | New Structure | \$ 120,000 | 1B |
| Reupolster PAC Seating | Cosmetic | \$ 140,000 | 1C |
| Paint PAC | Cosmetic | \$ 200,000 | 1C |
| Special Education 7D Van | Rolling Stock | \$ 77,458 | 1A |
| HS Field House Fire Alarms | Life / Safety | \$ 36,000 | 2A |
| Vets Small Gym Floors Refinish | | \$ 20,000 | 2B |
| Vets Gym Floors Refinish | | \$ 32,000 | 2B |
| Vets VFDs (HVAC) | Heat / AC | \$ 10,000 | 3 |
| Small Bus | Rolling Stock | \$ 115,000 | 1B |
| Plow / Work Truck 1 | Rolling Stock | \$ 72,000 | 2 |
| Plow / Work Truck 2 | Rolling Stock | \$ 72,000 | 3A |
| Transport Trailer | Rolling Stock | \$ 28,000 | 3B |

M FY26 Budget Calendar

February

- Budget & Finance Sub-Committee meet with Finance Committee Liaisons
- District Administration meets with Town Officials
- Superintendent's Proposed Budget Workbook for School Committee and district administrators
- Superintendent's Proposed FY26 Budget presented to School Committee
- Superintendent's Proposed Budget Workbook made available to public (posted online / printed copies available in school district office)

March

- March School Committee Meeting - Budget Hearing & Vote on Superintendent's Proposed Recommended Budget
- Budget & Finance Sub-Committee meetings (if needed)
- Finance Committee Budget Hearing

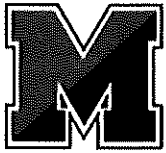
April

- Finance Committee Warrant Hearing
- Budget & Finance Sub-Committee meetings (if needed)

May

- Town Meeting to vote on recommended budget

Questions?



Marblehead Public Schools

9 Widger Road
Marblehead, Massachusetts 01945
Phone: (781) 639-3140

John Robidoux
Interim Superintendent of Schools

Julia Ferreira
*Assistant Superintendent of
Teaching & Learning*

LisaMarie Ippolito
*Assistant Superintendent of
Student Services*

Michael Pfifferling
*Assistant Superintendent of
Finance & Operations*

MEMORANDUM

TO: Marblehead School Committee
FROM: Michael Pfifferling, Assistant Superintendent of Finance and Operations
DATE: March 18, 2025
RE: Recommended Marblehead Public Schools Fee Schedule for the 2025-2026 School Year

The FY26 Superintendent's Proposed Budget assumed that the Fees for FY26 would remain unchanged from FY25. It is our recommendation that the existing fee schedule outlined below remain in effect for the 2025-2026 School Year. This schedule contains a per season user fee for athletics and an annual fee for non-athletic activities with an annual family cap of \$2,060.

| Athletics | Per Student Fee |
|------------------------------|------------------------|
| High School - 1st Season * | \$540 |
| High School - 2nd Season * | \$490 |
| High School - 3rd Season * | \$440 |
| Middle School - 1st Season * | \$260 |
| Middle School - 2nd Season * | \$210 |
| Middle School - 3rd Season * | \$160 |

| Non Athletics | Per Student Fee |
|--|------------------------|
| High School Clubs and Flag Football * | \$290 |
| Middle School Intramural Sports / Activities (unlimited) * | \$290 |
| Elementary Intramural Sports / Activities (unlimited) * | \$290 |
| Elementary Bus Fee (Grades K-6 inside of 2 miles) *** | \$250 |

| | |
|-------------------|----------------|
| Family Cap | \$2,060 |
|-------------------|----------------|

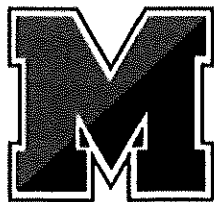
| | |
|---|---------|
| Full Day Kindergarten (does not apply to family cap) ** | \$4,000 |
| Pre-K Half Day (does not apply to family cap) *** | \$5,000 |
| Pre-K Full Day (does not apply to family cap) *** | \$7,000 |

* Fee waiver applications are available for reduced or free participation in these programs based on a sliding scale for family income. The sliding scale is based on State Median Income and Household Size.

** Families that apply for and meet the USDA's Income Eligibility for Free Lunch through the Federal School Lunch Program will qualify for 100% reduction in Kindergarten Tuition. Families that apply for and meet the USDA's Income Eligibility for Reduced Lunch through the Federal School Lunch Program will qualify for 75% reduction in Kindergarten Tuition. For families who do not meet Free or Reduced Lunch qualifications, reductions may be available based on a sliding scale for family income. The

sliding scale is based on State Median Income and Household Size. Families that have more than one student concurrently enrolled in the full day kindergarten program will be eligible for a 35% sibling discount that will be applied to each student's tuition. If a family is eligible for both a sibling discount and income based financial assistance, the sibling discount will be applied first.

*** No waiver is available for PreK Tuition or K-6 Busing. K-6 busing is not guaranteed and is based on space availability on the buses.



**MARBLEHEAD HIGH
SCHOOL**

2 Humphrey Street
Marblehead, Massachusetts 01945-2290
(781) 639-3100
(781) 639-3111 (fax)

Date: Wednesday, March 12, 2025

To: The Superintendent and The Marblehead School Committee
From: Paul Gleason, MHS Business Teacher
Re: DECA Field Trip Request

DECA International Career Development Conference - Orlando, FL

Please see the attached Marblehead Public schools Field Trip Request Form. On behalf of the participating students and their parents, we thank you for considering our request.

During the weekend of March 1st, 34 Marblehead High School Students competed in the Massachusetts DECA Career Development Conference. DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality and management in high schools and colleges around the globe. Over 4,000 students competed in role-play, presentation, and written events. Congratulations to the 9 students who advanced to the final round and especially to our 4 students who won the opportunity to compete in The DECA International Career Development Conference (ICDC) next month in Orlando Florida. (ICDC) is the culmination of the DECA year. More than 23,000 high school students, teacher-advisors, business professionals and alumni gather for several days of DECA excitement.

DECA is a career and technical student organization that prepares emerging leaders and entrepreneurs in marketing, finance, hospitality, and management. Founded in 1946, DECA has a rich history of fostering business acumen and leadership skills among students across the globe. We believe this experience will significantly contribute to their personal and academic growth.

Where: Disney World - ROSEN PLAZA 9700 International Drive Orlando, FL
www.rosenplaza.com
When: Friday, April 25th - Tuesday, April 29th, 2025
Depart MHS: After School on Friday
#Students 4 (3 girls, + 1 Boy)
#Chaperones 1 (Male) + support from 1 (Female- Beverly High DECA Advisor)
Bus: 1 Van
Cost: Approximately \$600. per student.
Lodging: Triple Occupancy (Our 1 boy will share a room with 2 boys from Quabbin Regional - Convertible beds available)

Attached: Conference Highlights
Agenda
DECA Guidelines
Conduct Expectations
Parent Resource Information and Permission Form
Dress Code

Updated December 3, 2015

Marblehead Public Schools Field Trip Request Form

A copy of this form is to be kept in a log in your school principal's office.

1. Complete the form, obtain all applicable approvals and attach instructional plan for students not going on the field trip.
2. Forward the completed form to the Athletic Dept. at the H.S. (The department will handle only the arrangements for the use of the Marblehead Public School bus) Any other transportation is to be arranged by the person making the request and the form must then be sent to Superintendent's office for SC approval, if overnight or out-of-state travel is requested.

School Marblehead High School Date of Trip: 4/25/2025 - 4/29/2025 (5 nights)

Teacher(s) Paul Gleason Grade(s) 9-12

Destination: DECA International Career Development Conference - Orlando, FL

Legal Limits for Bus: Grades K-3 60 passengers Grades 4-12 48 passengers

of Students 4 # of Chaperones 1 Cost to Student \$ 600.00
 Time for bus to arrive at school: 3:00 + Departure Time: After 3:00 p.m. Return: tba (no later than 2:00)
 One Bus _____ Two Buses _____ Van 1 Car _____ Walk _____

Other Bus Chartered (Laidlaw, N.S. Shuttle, Day Student, Healy etc.) _____

Relationship of Trip to Curriculum MHS Business Education curriculum is integrated with DECA.

Pre-Trip Assignments: Event preparation, formal testing, role-play practice, and written projects.

Post-Trip Assignments: Competition reflection and review of judge's rubrics

If a bus/es without seat belts, trip organizer must sign statement below:

I have made a good faith effort to procure buses with seat belts _____
Signature of field trip/event organizer Paul Gleason

Signature Approval: Department Head _____
Principal _____

Teacher Reminder Checklist:

*Notify School Nurse _____ Food Director _____ Art Teacher _____ P.E. Teacher _____ Music Teacher _____

Toll money/teacher responsible

Return no later than 2:00 p.m.

Parental Consent Form available from School Secretary. Consent and release forms are now enforceable and serve the public good, reducing the liability of the Town and school employees.

Collect \$5 per student per trip and BRING MONEY TO BUSINESS ADMIN. OFFICE

No charge for trips in Marblehead

Transportation Approval from Athletic Office for MARBLEHEAD BUS/VAN

2 copies on yellow paper

MUST FILL OUT RIDER on back of page



Rider to Field Trip Form:

School Committee approval is required for trips that (i) travel out of state, or (ii) are overnight. If such approval is required, this request form must be signed by the superintendent and a representative of the School Committee before this form is sent to the Athletic Office.

Superintendent/School Committee signature is not required.

Superintendent/School Committee signature is required because (check all that apply):

out-of-state trip

overnight trip

School Superintendent _____ School Committee _____

Conference Highlights

Competitive Events

More than 10,000 DECA members demonstrate their college and career knowledge and skills by participating in DECA's Competitive Events Program. They are finalists from their chartered associations hoping to be named an international champion.

1. Role-plays: Students are given a scenario and must present a solution to judges acting as business professionals.
2. Written events: These involve research and a detailed paper on a business topic, often with a presentation component.
3. Presentations: Students create and deliver presentations on various business-related topics or projects.

Emerging Leader Series

Thousands of members participate in DECA's Emerging Leader Series to attain 21st Century Skills in the areas of collaboration, communication, critical thinking and creativity.

College + Career Exhibits

Searching for the perfect institution to start your post-secondary studies? Want to discuss career opportunities? Looking to expand the product line for your school-based enterprise? More than 100 exhibits will be waiting!

And Much More!

From the School-based Enterprise Academy to Executive Officer Campaigns to Advisor Professional Learning, DECA's ICDC brings together the best of the best to culminate a successful DECA academic year.



INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

ORLANDO | 2025

FRIDAY, APRIL 25

| | | |
|-------------------|---|------------------------|
| 8:00 AM - 9:00 PM | Headquarters + Attraction Ticket Booth | W206 |
| 8:00 AM - 9:00 PM | Shop DECA + Blazer Shop | WB Lobby Reg Concourse |
| 5:00 PM - 6:00 PM | Chartered Association Advisor Check-in <i>Charter advisors register with their chartered association advisor at their assigned hotel</i> | W309 |
| 6:30 PM | Chartered Association Advisor Dinner <i>by invitation only</i> <i>Sponsored by Otis Spunkmeyer</i> | W309 |

SATURDAY, APRIL 26

| | | |
|-------------------|--|------------------------|
| 7:00 AM - 9:30 PM | Headquarters + Attraction Ticket Booth | W206 |
| 7:00 AM - 9:30 PM | Shop DECA + Blazer Shop | WB Lobby Reg Concourse |
| 8:00 AM - 5:00 PM | DECA Day in the Parks <i>Advance ticket purchase required</i> | |
| 9:00 AM | Event Directors' Briefing | W208AB |
| 10:00 AM | Executive Officer Candidate Orientation + Interviews | W310A |
| 1:00 PM - 5:00 PM | Exhibit Booth Set-up | WB2 |
| 5:00 PM | Parade of Chartered Associations Rehearsal | WA1-4 |
| 7:00 PM | National Advisory Board + Executive Mentor Reception <i>by invitation only</i> | W309 |
| 8:30 PM | Grand Opening Session | WA1-4 |
| 12:30 AM | Curfew <i>Chapters and chartered associations may set earlier curfew times</i> | Assigned Hotel |

SUNDAY, APRIL 27

| | | |
|--------------------|--|------------------------|
| 7:00 AM - 5:00 PM | Headquarters + Attraction Ticket Booth | W206 |
| 7:00 AM - 5:00 PM | Shop DECA + Blazer Shop | WB Lobby Reg Concourse |
| 7:30 AM | Judge Check-in | WB4 Foyer |
| 8:00 AM | MDA Fundraising Recognition Breakfast <i>Sponsored by the Muscular Dystrophy Association by invitation only</i> | W309 |
| 8:00 AM - 11:30 AM | School-based Enterprise Academy Retail Operations <i>Sponsored by Otis Spunkmeyer</i> | OCCC |
| 8:00 AM - 3:30 PM | Emerging Leader Series | OCCC |
| 8:00 AM - 4:00 PM | College + Career Exhibits <i>Advisors only from 8:00 AM - 9:00 AM</i> | WB2 |
| 8:00 AM - 5:00 PM | Competitive Event Testing <i>Principles of Business Administration Events, Personal Financial Literacy, Team Decision Making Events, Individual Series Events, Integrated Marketing Campaign Events, Professional Selling and Consulting Events</i> | WC + Valencia Ballroom |
| 8:00 AM - 5:00 PM | Competitive Event Preliminary Competition <i>Business Operations Research Events, Project Management Events, Entrepreneurship Written Events, Stock Market Game</i> | WB4 |
| 9:00 AM | Virtual Business Challenge Participants' Briefing | W203 + W204 |
| 9:00 AM - 4:00 PM | Advisor Professional Learning Series | W312 |
| 9:30 AM | Executive Mentor Program | W311E |
| 10:00 AM - 4:00 PM | Virtual Business Challenge Competition | WB2 |
| 12:30 PM - 4:00 PM | School-based Enterprise Academy Food Operations <i>Sponsored by Otis Spunkmeyer</i> | OCCC |
| 4:00 PM | Voting Delegates' Briefing + Candidate Campaign Sessions | W311 |
| 12:30 AM | Curfew <i>Chapters and chartered associations may set earlier curfew times</i> | Assigned Hotel |

MONDAY, APRIL 28

| | | |
|--------------------|---|--------------------------|
| 7:00 AM – 5:00 PM | Shop DECA | WB Lobby Reg Concourse |
| 7:00 AM – 5:00 PM | Headquarters + Attraction Ticket Booth | W206 |
| 7:30 AM | Judge Check-In | WB4 Foyer |
| 8:00 AM – 4:00 PM | College + Career Exhibits | WB4 |
| 8:00 AM – 3:30 PM | Emerging Leader Series | OCCC |
| 8:00 AM – 6:00 PM | Competitive Event Preliminary Competition <i>Principles of Business Administration Events, Personal Financial Literacy, Team Decision Making Events, Individual Series Events, Integrated Marketing Campaign Events, Professional Selling and Consulting Event</i> | WB1 + WB4 |
| 8:00 AM – 6:00 PM | School-based Enterprise Preliminary Competition | WB1 |
| 9:00 AM – 3:00 PM | Advisor Professional Learning Series | W312 |
| 10:00 AM – 4:00 PM | Virtual Business Challenge Competition | WB4 |
| 12:00 PM – 1:30 PM | Chartered Association Officer + Advisor Luncheon <i>Sponsored by the U.S. Army by invitation only</i> | W311 |
| 2:00 PM – 3:30 PM | Leadership Recognition Reception <i>by invitation only</i> | W309 |
| 2:30 PM – 4:30 PM | Meet the Candidates Session <i>Open to all members</i> | W304 |
| 3:30 PM – 4:30 PM | Competitive Events Update <i>Advisors only</i> | W312 |
| 5:00 PM – 11:00 PM | DECA Night at Universal Orlando <i>Advance ticket purchase required</i> | Universal Orlando Resort |
| 12:30 AM | Curfew <i>Chapters and chartered associations may set earlier curfew times</i> | Assigned Hotel |

TUESDAY, APRIL 29

| | | |
|--------------------|--|------------------------|
| 7:30 AM – 6:00 PM | Headquarters | W206 |
| 8:00 AM | Achievement Awards Session | WA1-4 |
| 8:30 AM – 11:30 AM | Judge Check-In | WB4 Foyer |
| 8:30 AM – 6:00 PM | Shop DECA + Finalist T-Shirts + Recognition Items | WB Lobby Reg Concourse |
| 8:30 AM – 6:00 PM | Competitive Event Final Competition | WB4 |
| 12:00 PM | Business + Election Session | W304 |
| 6:00 PM – 7:00 PM | Scholarship + National Advisory Board Reception <i>Sponsored by National Advisory Board Partners by invitation only</i> | W203 |
| 7:30 PM | Grand Awards Session | WA1-4 |
| 12:30 AM | Curfew <i>Chapters and chartered associations may set earlier curfew times</i> | Assigned Hotel |

WEDNESDAY, APRIL 30

| | | |
|--------------------|-----------------------------------|-------|
| 9:00 AM – 11:00 AM | New Executive Officer Orientation | W310A |
|--------------------|-----------------------------------|-------|

Check deca.org/icdc for updates. Events will be held in the ORANGE COUNTY CONVENTION CENTER (OCCC) unless otherwise noted.

DECA GUIDELINES + CONDUCT

ICDC 2025



DECA

ATTENDANCE CRITERIA

The DECA Inc. Board of Directors has specified that there must be **a minimum of one adult advisor for every eight high school division student delegates**. An adult advisor may be any adult named by the DECA chartered association advisor to serve the chartered association in this capacity. The adult advisor must register for the conference, pay the registration fee and be in attendance for the entire period of the conference. There are no restrictions on the number of adult advisors who may attend. In reference to the required minimum, all coordinators, parents, supervisors and teacher educators are eligible.

To be eligible to attend the International Career Development Conference, each high school division member must meet these basic criteria:

- Be an active member of a division of DECA. Membership must be recorded on an official DECA membership roster and be on file with DECA Inc.
- Have the approval of the DECA chartered association advisor.
- Have the approval of the DECA chapter advisor.
- Have the approval of the school administration.
- Have the approval of parent or guardian unless 21 years or older.

Any professional, alumni or collegiate division member meeting the above criteria is eligible to attend the International Career Development Conference.

In addition to the above criteria, high school division members must meet one (1) of the following criteria:

- Be a chartered association participant in one of the international competitive activities. Competitors must be on a submitted roster by February 15.
- Be a DECA Inc. scholarship award recipient.
- Be a chartered association, area or regional officer.
- Be a voting delegate representing his/her chartered association for his/her division.
- Be a delegate to one of the following:
 - Aspire
 - Elevate
 - Empower
 - Ignite
 - School-based Enterprise Academy (SBE)
 - Thrive
- Be a chartered association delegate by receiving special permission from the DECA chartered association advisor (limited to 1% of the chartered association's DECA Inc. membership in the high school division).

Allocation for competitors and chartered association representatives are based on each chartered association's membership in the high school division on June 30 of the previous calendar year. Please refer to the allocation schedules included for details.



DELEGATE CONDUCT PRACTICES + PROCEDURES

The Board of Directors for DECA Inc. requires each delegate attending the International Career Development Conference to read and complete the **Attendance Permission Form** and return to the **DECA chartered association advisor** as partial completion of attendance requirements.

- The term “delegate” shall mean any DECA member, including advisors, attending conferences (high school, collegiate, alumni, professional).
- There shall be no defacing of public property. Any damage to any property or furnishing in the hotel rooms or building must be paid for by the individual or chapter responsible.
- Delegates must wear identification badges and wristbands at all times.
- Delegates shall refrain from using inappropriate or profane language at all times.
- Delegates shall refrain from written, verbal, physical or electronic activities that may lead to harassment, hazing, bullying or damaging property.
- The use of any harassment against anyone on the basis of race, color, creed, national origin, ancestry, age, gender, sexual orientation or disability is prohibited.
- Delegates shall respect the rights and safety of other hotel guests.
- Delegates shall not possess alcoholic beverages, narcotics or weapons in any form at any time under any circumstances.
- Delegates shall refrain from gambling—playing cards, dice or games of chance for money or other things of value.
- Use of tobacco products and electronic cigarettes by delegates is prohibited at all DECA functions.
- Delegates must adhere to the dress code at all times.
- Delegates must not dress or behave in a manner that can be interpreted as sexually explicit.
- Students shall keep their adult advisors informed of their activities and whereabouts at all times.
- No delegate shall leave the hotel (except for authorized events) unless permission has been received from chapter and chartered association advisors.
- Delegates should be prompt and prepared for all activities.
- Delegates should be financially prepared for all activities.
- Delegates are required to attend all sessions and activities assigned including workshops, competitive events, committee meetings, etc., for which they are registered unless engaged in some specific assignment scheduled at the same time.
- Delegates will spend nights at their assigned hotel and in their assigned room. No guests allowed during curfew hours. Delegates will be quiet at curfew.
- Curfew will be enforced. Curfew means the delegate will be in their assigned room.
- Chartered associations will be responsible for delegates’ conduct.
- Delegates ignoring or violating any of the above rules will subject their entire delegation to being unseated and their candidates or competitive events participants to being disqualified. Individual delegates may be sent home immediately at their own expense.
- Tasteful casual wear will be accepted during specific social functions as designated during orientation.

NON-DISCRIMINATION POLICY

DECA Inc. is committed to creating and maintaining a healthy and respectful environment for all of our emerging leaders and entrepreneurs. Our philosophy is to ensure all members, regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or socio-economic status, are treated equally and respectfully. Any behavior in the form of discrimination, harassment or bullying will not be tolerated. It is the responsibility of all members to uphold and contribute to this climate.



PRESIDENTIAL GOVERNANCE COMMITTEE

A Governance Committee will be appointed for the High School Division. The purpose of the committee will be to act upon all violations of the **Delegate Conduct Practices and Procedures** within the division. The conduct guidelines were approved by the Board of Directors for DECA Inc. and apply to adult advisors as well as student delegates.

A copy of the **Delegate Conduct Practices and Procedures and ICDC Dress Code** may be found in this section. **The dress code applies to all participants while in the convention center and convention facilities.** The Board of Directors of DECA Inc. requires every student delegate to read and complete these forms as partial completion of ICDC attendance requirements. Please make sufficient copies for your delegates to sign and return to you prior to the International Career Development Conference. Chartered association advisors may wish to bring these forms with them to the conference for possible reference. PLEASE DO NOT MAIL THE FORMS TO DECA INC.

The chartered association advisor will be notified (in writing) of all violations. Notices may require the committee to assemble and take such action as is outlined in the **Conference Conduct Practices and Procedures**.

CODE OF ETHICS FOR ADULT ADVISORS

DECA offers training to those students who have a career objective in the field of marketing, finance, hospitality, management or entrepreneurship. Individual conduct and appearance is a phase of this training. This phase of the education program becomes apparent at DECA's International Career Development Conference.

Since a good example is one method of teaching, and students participating in the conference are impressionable, a **Code of Ethics** is set for adult advisors.

It becomes the responsibility of each and every participant to see that proper conduct is adhered to at all times. Violations of these practices and procedures will be referred to the president of the Board of Directors for DECA Inc.

- Advisors shall conduct daily meetings with participants for progress reports, time schedules and other activities.
- Advisors shall keep an agenda for each student so that they may be reached at any time during the conference.
- Each chartered association shall arrange to have one advisor on call at all times.
- Each advisor shall be responsible for seeing that participants adhere to all conduct practices and procedures.
- The rules as stated in the **Delegate Conduct Practices and Procedures and the Dress Code** are called to your attention for review and should govern the behavior of advisors as well as students.

DECA

DRESS CODE

Professional appearance is an important aspect of the overall preparation of DECA members for the business world. To that end, DECA supports a dress code for its career-based functions that exemplifies the highest standards of professionalism while being non-discriminatory between genders.

DECA's Board of Directors has developed official dress standards for the International Career Development Conference. Students, advisors and chaperones must follow the dress code.

Competitors must wear an official DECA blazer during interaction with the judges. While official DECA blazers are not required during briefing and testing, professional business dress is required. Professional dress should also be worn to all conference sessions including workshops and special meal functions such as luncheons.

For a more polished, professional appearance, it is recommended that attendees wear appropriate hosiery/socks.

All skirts and dresses must be at or below the knee.

AN OFFICIAL DECA BLAZER IS REQUIRED TO RECEIVE RECOGNITION OR AN AWARD ON STAGE.

WHEN APPEARING BEFORE JUDGES AND ON-STAGE

- Official DECA blazer
- Dress slacks or dress skirt or business dress
- Collared dress shirt and appropriate neckwear (necktie, ascot, scarf) or Dress blouse
- Dress shoes

DECA GENERAL SESSIONS, MEAL FUNCTIONS, EVENT BRIEFING, MANUAL REGISTRATION AND TESTING

- Business suit or sport coat or blazer (blazer optional)
- Dress slacks, dress skirt or business dress
- Collared dress shirt, dress blouse or dress sweater
- Blazer optional
- Dress shoes
- Necktie/scarf (optional)

DECA BUSINESS CASUAL

- Casual slacks (e.g., Dockers), blouse or shirt, socks and casual shoes.
- Jeans, t-shirts and athletic shoes are not included in business casual attire.

UNACCEPTABLE DURING DECA ACTIVITIES

- Skin-tight or revealing clothing
- Midriff-baring clothing
- Swimwear
- Athletic clothing
- Leggings or graphic designed hosiery/tights
- Clothing with printing that is suggestive, obscene or promotes illegal substances
- Unacceptable types of dress shoes include boat shoes, canvas or fabric shoes, flip flops or casual sandals, athletic shoes, industrial work shoes and hiking boots.

When judging adherence to the dress code, DECA asks that advisors, teachers and chaperones use observation as the tool for assessing compliance. DECA does not support or condone the touching of students or their clothing as a means of determining whether or not a student is following the dress code guidelines.

Any medical exceptions to this code must be documented by the chapter advisor in the conference headquarters prior to the beginning of the conference.



ATTENDANCE PERMISSION FORM

ATTENDANCE

This is to certify that _____ has my permission to attend the 2025 DECA International Career Development Conference in Orlando, Florida. I also do hereby on behalf of him/her absolve and release the school officials, the DECA chapter advisors and the assigned chartered association DECA staff from any claims for personal injuries or illness which might be sustained while he/she is en route to and from or during the DECA sponsored activity.

EMERGENCY

Any medical exceptions to this code must be documented in the conference headquarters prior to the beginning of the conference. This is the responsibility of the local advisor.

I authorize the advisor to secure the services of a physician or hospital, and to incur the expenses for necessary services in the event of accident or illness, and I will provide for the payment of these costs:

WALK-IN CLINIC

MD Now Urgent Care - Dr. Phillips
8972 Turkey Lake Rd. South,
Suite 400
Orlando, FL 32819
407-226-1906

LOCAL HOSPITALS

AdventHealth Celebration Hospital
400 Celebration Place
Celebration, FL 34747
407-303-4000

Orlando Health Dr. P. Phillips Hospital
9400 Turkey Lake Road
Orlando, FL 32819
407-351-8500

PHARMACIES

Walgreens
8021 International Drive
Orlando, FL 32819
407-352-7071

Walgreens
13502 FL-535
Orlando, FL 32821
407-827-1004

Walgreens
6201 International Drive
Orlando, FL 32819
407-345-8402

We have read and agree to abide by the delegate conduct practices and procedures and dress code. We also agree that the school officials, the DECA chapter advisors, the chartered association, DECA staff, or the Conference Conduct Committee members have the right to send the student home from the activity at our expense, provided that he/she has violated the delegate conduct practices and procedures and/or his/her conduct has become a detriment.

Student Signature

Parent/Guardian Signature

Phone

Chapter Advisor Signature

School Official Signature

Insurance Company Name

Policy Number

The purpose of this document is to provide factual information to our community on frequently asked questions as they relate to the Marblehead Public School District and School Committee. This is a living document and will continue to be updated on a routine basis.

What are the roles and responsibilities of the School Committee?

Per Massachusetts General Law ([MGL Part I, Title XII, Chapter 71, Section 37](#))

The School Committee in each city and town and each regional school district shall have the power to select and to terminate the superintendent, shall review and approve budgets for public education in the district, and shall establish educational goals and policies for the schools in the district consistent with the requirements of law and statewide goals and standards established by the board of education. The school committee in each city, town and regional school district may select a superintendent jointly with other school committees and the superintendent shall serve as the superintendent of all of the districts that selected him.

What are the roles and responsibilities of the Superintendent?

Per Massachusetts General Law ([MGL Part I, Title XII, Chapter 71, Section 59](#))

The school committee of a town not in a superintendency union or district shall employ a superintendent of schools and fix his compensation. A superintendent employed under this section or section sixty or sixty-three shall manage the system in a fashion consistent with state law and the policy determinations of that school committee. Upon the recommendation of the superintendent, the school committee may also establish and appoint positions of assistant or associate superintendents, who shall report to the superintendent, and the school committee shall fix the compensation paid to such assistant or associate superintendents. The school committee shall approve or disapprove the hiring of said positions. Such approval by the school committee of the recommendation shall not be unreasonably withheld; provided, however, that upon the request of the superintendent the school committee shall provide an explanation of disapproval.

A more user-friendly explanation of the roles and responsibilities of both a school committee and a superintendent, the MASC (Massachusetts Association of School Committee) definitions can be found [HERE](#).

Is the School Committee the correct group to reach out to when I have an issue in/at my child's class/school?

All complaints and concerns should be addressed in accordance with the approved [MPS Policy KE](#). This policy outlines the chain of command for addressing any issues related to a child's class/school/etc.

When should I contact the SC?

The Marblehead School Committee encourages the public to reach out to them at any time to share feedback and suggestions regarding anything that is under their purview. Any complaints related to a child's class/school please be sure to reference approved [Marblehead Public Schools Policy KE](#), which outlines the chain of command regarding complaints.

When do School Committee meetings take place?

Marblehead Public Schools School Committee meetings are typically held on the first and third Thursday of every month at 6pm during the school year with few exceptions. The calendar for the meeting schedule can be found [HERE](#). In addition, all Public Meetings for the Town of Marblehead, including the School Committee can be found on the Town of Marblehead website, [HERE](#).

What are School Committee Sub-Committees?

The School Committee Sub-Committees are smaller groups of School Committee members (and at times, others Administration) that address specific topics and then make recommendations to be voted on by the full School Committee. Members of each Sub-Committee are selected and voted upon by the full School Committee in open session at the first meeting following elections. Some examples of a Sub-Committee include Budget, Facilities, Policy, and Bargaining. A complete listing of Sub-Committees can be found [HERE](#).

When are Sub-Committee meetings held?

Sub-Committees are most often scheduled during the workday. This is due to the fact that many Sub-Committee meetings involve members of our Administrative Team who provide subject matter expertise. These are considered open meetings and are posted with at least 48 hours notice. They can be found on both the [Marblehead Public Schools Calendar](#) as well as the [Town of Marblehead Calendar](#).

Is there an opportunity for public comment at School Committee meetings?

The School Committee provides a public comment period at most all School Committee meetings. School Committees typically set guidelines on the length of an individual's comment and the total time allotted to public comment during a meeting. The School Committee's policy - Policy BEDH - on public comment can be found [HERE](#).

It is important to note that a School Committee meeting is a meeting for the public, not a meeting with the public.

Where can I find out more information about the Marblehead Public Schools School Committee?

The Marblehead Public Schools School Committee website can be found [HERE](#). This page has a number of informational sections including:

[Agenda, Meetings, and Minutes](#)
[School Committee Member Details](#)
[School Committee Calendar](#)
[Operating Protocols](#)
[MPS Policy Manual](#)

How does the School Committee set its meeting rules?

The Marblehead School Committee follows the [Massachusetts Open Meeting Law](#). Meetings are guided by [Robert's Rules of Order](#) pertaining to how meetings are run, motions and votes are taken, and other meeting procedures.

What is an Executive Session and why is it used?

All meetings of public bodies must be open to the public. While most meetings of the School Committee shall be open to the press and to the public, certain topics must be discussed in Executive Session. Executive Sessions are closed and only include the School Committee and when needed (topic dependent) school administrators and a representative from the MPS law firm.

Executive Sessions can only be entered into for 10 different reasons. The details around these 10 reasons can be found [HERE](#).

Where can I find information around current and proposed school budgets?

All of the MPS current fiscal year budget and proposed budget documents can be found [HERE](#).

DRAFT POLICY IMDB

IMDB – Policy Regarding Display of Flags, Banners, and Symbolic Displays

The Marblehead School Committee, as the governing and policy-making body of the Marblehead Public Schools, has the sole authority to determine that flags, banners, and similar symbolic displays on school district property reflect the mission, vision, and values of the school district and constitute the school district's government speech. The Committee has therefore adopted this Policy which is subject to the following rules.

1. Flags that have official legal status – the United States flag, the Massachusetts State flag, and the POW/MIA flag – shall be displayed on school district property;
2. In addition, flags, banners, and similar symbolic displays that reflect the school district's mission, vision, and values shall be displayed at such times and locations on school district property as determined by the School Committee
3. The School Committee will not accept any third party requests.



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March 3, 2025

Via Email

Jennifer Schaeffner, Chair
Marblehead School Committee
9 Widger Road
Marblehead, MA 01945

RE: Policy – Display of Flags/Banners

Dear Chair Schaeffner:

You have asked for an analysis that can be publicly released regarding the decision in *Shurtleff v. City of Boston*, 596 US 243 (2022) and how it applies in the school setting regarding the display of flags and banners.

Succinctly stated, *Shurtleff* held that the City of Boston's routine allowance of the display of various flags communicating a number of viewpoints on the City Hall Plaza was not "government speech" that would immunize the City from compliance with the First Amendment when it rejected a request to display a religious flag. As is customary with Supreme Court decisions, *Shurtleff* laid out general principles to be developed in specific contexts by the lower federal courts. One such question left open is *Shurtleff*'s application in schools.

Thus far there appears to be one relevant case that has been decided at the appellate level in the federal system. The analysis in this memorandum must be read in light of the fact that as of now there is very limited judicial guidance.

In *Cajune v. Indep. Sch. Dist. 194*, 105 F.4th 1070 (8th Cir. 2024), a lawsuit was filed against a school district alleging a violation of the First Amendment by persons seeking to display "All Lives Matter" and "Blue Lives Matter" posters in a school. The school district had granted teachers' requests to display "Black Lives Matters" posters in the school after reviewing drafts and making a few revisions. The plaintiffs' request was refused and the lawsuit followed. After the trial court dismissed the First Amendment claims for failure to state a claim based on *Shurtleff*, the plaintiffs appealed on multiple grounds. As to the First Amendment claims the



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Court of Appeals held that the plaintiffs had stated a valid claim and reversed the judgment of dismissal. The court applied the three-part test adopted in *Shurtleff* to determine whether the posters were “government speech” of the school district such that it could deny the plaintiffs’ request without First Amendment liability.

First, regarding the “history of posting messages on school walls”, the court found that the district “had not previously allowed private individuals to display a poster series” similar to this. *Id.* at 1079. It rejected the trial court’s analysis that the posters were “government speech” on the grounds that the school district had “reviewed, authorized, and provided the posters to support staff [and students].” *Id.* at 1080. The court pointed out that “private actors”, including teachers, students, and families, were “involve[d]” “in the design and adoption” of the posters. *Id.* at 1080.

Second, regarding the “public’s likely perception as to who—the government or a private person—is speaking” the court noted that teachers were given discretion to display the posters and to do so in their classrooms – both factors suggesting that this was “private speech”. *Id.* at 1080. It rejected as insignificant the fact that “the posters contain the District’s logo, slogan, website link, and a statement that ‘[t]his poster is aligned to School Board policy and an unwavering commitment to our Black students, staff[,] and community members.’” *Id.* at 1081. The court ruled, applying Supreme Court precedent, that the posters cannot be “government speech solely on the basis that the District affixed its seal of approval on them”. *Id.* at 1081.

Finally, regarding the third factor – “the extent to which the government has actively shaped or controlled the expression” – the court held that this factor, too, had not been satisfied by the school district. Among the relevant facts were that “the idea of the Inclusive Poster Series originated with private persons, including ‘staff and families’ in the District”. *Id.* at 1081. The court ruled that “the mere existence of a review process with approval authority is insufficient by itself to transform private speech into government speech”, noting that “the District maintained a passive role in the design of the posters” because it made only limited changes and had gotten input from “an ‘equity group,’ ‘students,’ ‘staff,’ and ‘other advisory committees.’” *Id.* at 1081-1082.

The *Cajune* decision is not binding law in the District of Massachusetts or in the First Circuit. In addition, it was decided at an early stage of the lawsuit when inferences must be drawn in favor of the plaintiffs based on their allegations. Nonetheless, nothing in its analysis



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can be said to clearly conflict with the general principles stated in *Shurtleff*. Pending further development of the law in this area, it should be assumed that what is “government speech” in the school district likely would be limited to speech determined and designed by the policy-making body, the School Committee, and the Superintendent acting at the Committee’s direction.

Teachers, students, and families are “private persons” in this context and cannot determine “government speech”. Their involvement in the adoption of flags or banners could compromise the district’s “government speech” immunity from having to comply with the First Amendment. That, in turn, could subject the school district to potential First Amendment liability for denying a request to display flags or banners which may be at odds with the district’s values or best interests. Obviously, the merits of any such claim would be highly dependent on the specific facts.

Given the current state of the law in this area, unless a flag or banner clearly meets the “government speech” test the safest course is to display flags that have official legal status – the United States flag, the Massachusetts flag, and the POW/MIA flag.

As an ancillary matter, it is important to keep in mind that G.L. c. 264, § 8 actually imposes a fine for “display[ing] the flag or emblem of a foreign country” on the outside of a school building. The statute has no exceptions for schools.

Very truly yours,

A handwritten signature in black ink that reads "John Foskett". The signature is written in a cursive, flowing style.

John Foskett

JF:ham

cc: Thomas H. Costello, Esq.