

7A  
**FUNCTION CODE REPORT**  
**DECEMBER 2019**

ACCOUNT DESCRIPTION	ORIGINAL	REVISED			YTD EXPENDED	ENCUMBRANCE	AVAILABLE	Percentage Used
	APPROP	TRANFRS ADJSMTS	BUDGET	BUDGET			BUDGET	
S1110 School Committee	17,680	0	17,680	11,841.25	2,085.00	3,754	78.8%	
S1210 Superintendent	413,200	65,166	478,366	226,699.67	8,818.01	242,848	49.2%	
S1220 Assist Superintendent	199,867	5,000	204,867	109,449.02	318.66	95,099	53.6%	
S1230 District-Wide Administra	218,613	-29	218,584	106,822.38	13,351.92	98,409	55.0%	
S1410 Finance and Business	1,196,206	0	1,196,206	648,144.12	45,451.10	502,611	58.0%	
S1420 Human Resources	488,900	0	488,900	239,022.71	2,454.64	247,423	49.4%	
S1430 Legal for School Commit	200,000	-15,000	185,000	50,980.79	119,519.21	14,500	92.2%	
S1435 Legal Settlements	75,000	0	75,000	45,000.00	0.00	30,000	60.0%	
S1450 District-Wide MIS	65,328	112,657	177,985	31,808.79	4,292.74	141,883	20.3%	
S2110 Curriculum Dir Superviso	2,178,326	59,870	2,238,196	872,597.93	8,842.87	1,356,755	39.4%	
S2130 Instr Tech Train	249,060	0	249,060	97,800.16	0.00	151,260	39.3%	
S2210 Principals Office - Buil	6,846,916	18,849	6,865,765	2,948,372.62	34,261.43	3,883,131	43.4%	
S2220 Department Heads - Build	0	0	0	0.00	0.00	0	0.0%	
S2250 Principals Technology-Bu	6,600	1,650	8,250	1,922.14	3,542.72	2,785	66.2%	
S2305 Classroom Teachers	68,518,082	743,480	69,261,562	23,283,381.24	0.00	45,978,181	33.6%	
S2320 Medical/Therapeutic Serv	2,705,088	-2,798	2,702,290	1,216,828.18	185,037.65	1,300,424	51.9%	
S2324 Substitutes Long Term	0	0	0	59,199.54	0.00	-59,200	100.0%	
S2325 Substitutes Short Term	1,100,000	0	1,100,000	326,807.00	0.00	773,193	29.7%	
S2330 Non-Clerical Paraprofess	7,193,664	300,000	7,493,664	2,812,598.52	0.00	4,681,065	37.5%	
S2340 Librarians _ Media Direc	161,676	0	161,676	54,038.46	0.00	107,638	33.4%	
S2345 Distance Learn/Online Co	88,075	0	88,075	81,300.00	0.00	6,775	92.3%	
S2352 Instructional Coaches	87,711	55,000	142,711	57,305.05	0.00	85,406	40.2%	
S2353 Teacher/Instruc Staff-Pr	0	27,500	27,500	0.00	0.00	27,500	0.0%	
S2354 Instructional Coaches St	3,000	0	3,000	0.00	0.00	3,000	0.0%	
S2356 Professional Dev Staff	114,679	-587	114,092	22,048.10	2,564.83	89,479	21.6%	
S2358 Professional Development	220,797	196	220,993	44,428.68	34,737.99	141,826	35.8%	
S2410 Textbks _ Software/Media	580,552	-56,156	524,396	162,024.67	173,260.47	189,111	63.9%	
S2415 Other Instruc Mats - Lib	206,468	29,678	236,146	18,716.31	4,243.31	213,186	9.7%	
S2420 Instructional Equipment	217,150	128,166	345,316	85,905.56	17,920.77	241,489	30.1%	
S2430 General Supplies	790,618	172,131	962,749	535,377.34	57,389.94	369,982	61.6%	
S2440 Other Instructional Serv	477,259	6,142	483,401	141,596.33	335,277.82	6,527	98.6%	
S2451 Classroom Instructional	661,158	15,972	677,130	503,956.10	131,221.58	41,952	93.8%	
S2453 Other Instructional Hard	143,645	81,261	224,906	55,467.20	125,996.30	43,443	80.7%	
S2455 Instructional Software	244,106	-15,195	228,911	127,938.42	11,628.50	89,344	61.0%	
S2710 Guidance / Adjustment Co	5,217,842	-80,263	5,137,579	1,765,616.58	171.68	3,371,790	34.4%	
S2720 Testing _ Assessment	47,900	76,282	124,182	39,046.35	27,920.00	57,216	53.9%	

FUNCTION CODE REPORT  
DECEMBER 2019

12/31/19		AVAILABLE		CATEGORY
FY20 REVISED BUDGET	BUDGET	% Available		
4,197,500	55,451	1%	Special Education Tuition	
206,147	108,343	53%	Adult Ed	
12,933,639	3,654,388	28%	Facilities & Maintenance	
1,753,651	747,105	43%	Technology	
2,619,854	1,417,949	54%	Retirement Insurance	
19,082,266	8,779,565	46%	Counseling Student support	
2,864,603	1,234,644	43%	Admin	
78,613,273	51,834,864	66%	Teaching Services	
3,682,955	1,195,035	32%	Instructional supplies	
9,353,021	5,391,146	58%	School leadership	
12,001,232	272,300	2%	Transportation	
1,976,859	1,205,554	61%	Athletics /Security/Misc	
\$ 149,285,000	\$ 75,896,345	51%		

12/31/18		AVAILABLE		CATEGORY
FY19 REVISED BUDGET	BUDGET	% Available		
3,990,000	851,836	21%	Special Education Tuition	
204,554	107,094	52%	Adult Ed	
11,596,496	3,112,445	27%	Facilities & Maintenance	
1,801,430	707,462	39%	Technology	
2,535,719	1,590,016	63%	Retirement Insurance	
17,391,549	7,742,269	45%	Counseling Student support	
2,645,735	1,096,477	41%	Admin	
73,915,775	48,637,214	66%	Teaching Services	
2,617,972	917,039	35%	Instructional supplies	
8,334,093	4,931,414	59%	School leadership	
11,279,880	899,476	8%	Transportation	
1,516,797	803,259	53%	Athletics /Security/Misc	
\$ 137,830,000	\$ 71,396,001	52%		

## FY 20 GENERAL EXPENSE BUDGET REPORT

SCHOOLS	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
ASHLEY ELEMENTARY SCHOOL	54,370.95	27,527	12,837	14,007	74.2%
BROOKS ELEMENTARY SCHOOL	61,733.26	19,245	11,898	30,590	50.4%
CAMPBELL ELEMENTARY SCHOOL	57,478.95	20,148	8,843	28,488	50.4%
CARNEY ACADEMY	181,622.89	102,766	37,195	41,662	77.1%
CONGDON ELEMENTARY SCHOOL	69,474.90	22,168	11,602	35,705	48.6%
DEVALLES ELEMENTARY SCHOOL	76,750.90	32,532	12,720	31,499	59.0%
GOMES ELEMENTARY SCHOOL	123,692.85	48,877	30,429	44,387	64.1%
HATHAWAY ELEMENTARY SCHOOL	55,067.79	27,182	10,862	17,024	69.1%
HAYDEN MCFADDEN ELEMENTARY SCHOOL	124,770.82	47,966	27,246	49,558	60.3%
JACOBS ELEMENTARY SCHOOL	80,155.90	46,033	16,461	17,662	78.0%
LINCOLN ELEMENTARY SCHOOL	148,427.66	42,060	45,632	60,736	59.1%
PACHECO ELEMENTARY SCHOOL	68,895.59	30,332	11,278	27,286	60.4%
PARKER ELEMENTARY SCHOOL	87,422.95	34,032	16,008	37,383	57.2%
PULASKI ELEMENTARY SCHOOL	185,632.85	108,533	22,948	54,152	70.8%
RENAISSANCE	109,224.98	26,751	17,608	64,866	40.6%
RODMAN ELEMENTARY SCHOOL	51,235.41	16,183	14,851	20,202	60.6%
SWIFT ELEMENTARY SCHOOL	48,921.98	19,752	7,456	21,715	55.6%
TAYLOR ELEMENTARY SCHOOL	53,640.95	28,591	17,715	7,335	86.3%
WINSLOW ELEMENTARY SCHOOL	68,135.95	45,275	12,640	10,221	85.0%
KEITH MIDDLE SCHOOL	148,190.00	91,938	30,615	25,637	82.7%
NORMANDIN MIDDLE SCHOOL	171,554.00	77,343	67,796	26,415	84.6%
ROOSEVELT MIDDLE SCHOOL	143,614.00	87,751	30,079	25,784	82.0%
HIGH SCHOOL	1,058,191.00	502,908	158,368	396,915	62.5%
TRINITY DAY ACADEMY	35,874.36	11,131	9,474	15,269	57.4%
WHALING CITY JR/SR HIGH SCHOOL	17,690.98	13,353	1,800	2,538	85.7%

## REVOLVING FUNDS

1223 FACILITIES				
	Starting Balance	Revenue	Expenses	Balance
FY16	-	124,772.18	51,528.15	73,244.03
FY17	73,244.03	154,775.78	77,382.76	150,637.05
FY18	150,637.05	191,187.82	29,986.45	311,838.42
FY19	311,838.42	184,625.06	98,930.15	397,533.33
FY20	397,533.33	63,573.64	308,418.88	152,688.09

1224 Athletic Revolving				
	Starting Balance	Revenue	Expenses	Balance
FY16	34,519.27	77,248.50	68,590.50	43,177.27
FY17	43,177.27	78,114.50	69,818.81	51,472.96
FY18	51,472.96	85,654.09	86,096.00	51,031.05
FY19	51,031.05	81,147.19	74,280.89	57,897.35
FY20	57,897.35	74,084.00	28,143.69	103,837.66

1225 Occ Ed				
	Starting Balance	Revenue	Expenses	Balance
FY16	174,690.55	40,083.03	28,537.84	186,235.74
FY17	186,235.74	48,677.00	20,756.59	214,156.15
FY18	214,156.15	60,796.37	50,999.74	223,952.78
FY19	223,952.78	59,716.56	46,232.70	237,436.64
FY20	237,436.64	26,822.31	37,610.04	226,648.91

1226 Circuit Breaker				
	Starting Balance/Carryover	Revenue	Expenses	Balance
FY16	988,162.55	2,287,204.00	1,117,432.10	2,157,934.45
FY17	2,157,934.45	1,715,106.00	2,335,406.32	1,537,634.13
FY18	1,537,634.13	2,442,526.00	1,537,634.50	2,442,525.63
FY19	2,442,525.63	2,521,906.00	2,442,525.98	2,521,905.65
FY20	2,521,905.65	2,395,993.00	4,917,898.65	-

1227 Special Services				
	Starting Balance	Revenue	Expenses	Balance
FY16	19,346.96	2,777.47	-	22,124.43
FY17	22,124.43	1,456.04	5,395.52	18,184.95
FY18	18,184.95	261.71	3,778.42	14,668.24
FY19	14,668.24	164.29	644.27	14,188.26
FY20	14,188.26	-	14,188.26	-

1231 Continuing Ed				
	Starting Balance	Revenue	Expenses	Balance
FY16	54,485.85	86,887.13	106,850.99	34,521.99
FY17	34,521.99	90,831.88	121,960.91	3,392.96
FY18	3,392.96	66,242.00	52,246.64	17,388.32
FY19	17,388.32	65,567.25	62,360.60	20,594.97
FY20	20,594.97	52,478.00	75,254.98	(2,182.01)

**FY20 Salary Spend Down Report**

			Bi-Weekly Payroll	Balance
Original Budget	110,341,356.00			
Transfers	1,372,565.00			
Revised Budget	111,713,921.00			
7/6/19			2,789,548.72	108,924,372.28
7/20/19	Week ending 6/29/19 accrued to FY19	(1,373,511.88)	2,900,965.10	107,396,919.06
8/3/19	Time Entry Accrual	(74,177.72)	2,878,265.77	104,592,831.01
8/17/19	Summer Accrual	(8,491,649.33)	2,811,405.13	110,273,075.21
8/31/19			3,507,865.28	106,765,209.93
9/14/19			4,254,511.66	102,510,698.27
9/28/19			4,285,221.06	98,225,477.21
10/12/19			4,317,169.45	93,908,307.76
10/26/19			4,294,805.72	89,613,502.04
11/9/19			4,332,161.52	85,281,340.52
11/23/19	<i>includes 90,787.50 in longevity payments</i>		4,403,407.45	80,877,933.07
12/7/19	<i>includes 460,342 longevity &amp; 12,825 sick incentives</i>		4,826,445.29	76,051,487.78
12/21/19			4,360,367.01	71,691,120.77
1/4/20			4,412,089.00	67,279,031.77
1/18/20			4,412,089.00	62,866,942.77
2/1/20			4,412,089.00	58,454,853.77
2/15/20			4,412,089.00	54,042,764.77
2/29/20			4,412,089.00	49,630,675.77
3/14/20			4,412,089.00	45,218,586.77
3/28/20			4,412,089.00	40,806,497.77
4/11/20			4,412,089.00	36,394,408.77
4/25/20			4,412,089.00	31,982,319.77
5/9/20			4,412,089.00	27,570,230.77
5/23/20			4,412,089.00	23,158,141.77
6/6/20			4,412,089.00	18,746,052.77
6/20/20	<i>2nd week will have no 42 week pays</i>		4,102,800.00	14,643,252.77
7/4/20	<i>7 days of this payroll to charge to FY20; 3 days will stay in FY21</i>		463,500.00	14,179,752.77
7/18/20	Service Transfers To Date	(66,959.07)	-	14,246,711.84
8/1/20	Anticipated Service Transfer Reimbursements	(100,000.00)	-	14,346,711.84
8/15/20	Voids/Handwrites To Date	65,175.61	-	14,281,536.23
8/22/20	Lump Sum & Summer Accrual	12,981,200.00	-	1,300,336.23
	Custodial & ROTC Reimbursements to date	(69,810.68)	-	1,370,146.91
	ROTC Reimb Reimbursement (remaining)	(56,328.60)	-	1,426,475.51
	Retirement Payouts	800,000.00	-	626,475.51
	Longevity	-	-	626,475.51
	Sick Incentive	-	-	626,475.51
	Vacation Pay Paras/School Year Secretaries	150,000.00	-	476,475.51
	Prof Development reimbursement	-	-	476,475.51
	NBEA Reimbursement	(80,000.00)	-	556,475.51

**TRANSFER OF FUNDS**

TRANSFER OF FUNDS										12/31/2019
FOR APPROVAL										
FROM			TO							
Org	Func	Obj	Description	Org	Func	Obj	Description	Amount	Reason	
S2139580	2420	580008	DW Instructional Equipment	S0789550	2430	540005	HayMac Classroom Supplies	4,600.00	Supplemental Classroom Supplies	
S2139550	2430	511110	DW Classroom Supplies	S0789550	2430	540005	HayMac Classroom Supplies	200.00	Supplemental Classroom Supplies	
S0459550	2430	540005	Carney Classroom Supplies	S0458480	2210	580008	Carney Principal Equipment	2,400.00	Office furniture	
S4059551	2430	540008	Keith Classroom Supplies	S4059583	2453	580008	Keith Other Instructional Hardware	3,708.00	Epson projectors	
S4058440	3600	520004	Keith School Security Services	S4058450	2210	540005	Keith Principal Office Supplies	1,720.00	Principal office supplies	
S1403151	2415	540005	Winslow Library Supplies	S1405450	2455	540005	Winslow Instructional Hardware	841.01	Dreambox student licenses	
S1408450	2210	540005	Winslow Principal Office Supplies	S1405450	2455	540005	Winslow Instructional Hardware	721.31	Dreambox student licenses	
S1409550	2430	540005	Winslow Classroom Supplies	S1405450	2455	540005	Winslow Instructional Hardware	1,000.68	Dreambox student licenses	
S5158440	3600	520004	Whaling City School Security Services	S5158450	2210	540005	Whaling City Principal Office Supplies	500.00	Toner and battery purchase	
S0633151	2415	540005	Gomes Library Supplies	S0633080	2410	580008	Gomes Textbooks	1,733.00	Purchase of Teacher Texts for ESL/Spanish speakers	
S0634850	2710	540005	Gomes Guidance Supplies	S0633080	2410	580008	Gomes Textbooks	350.00	Purchase of Teacher Texts for ESL/Spanish speakers	
S1253150	2410	540005	Rodman Workbooks	S1259581	2453	580008	Rodman Other Instructional Hardware	3,900.00	11 new InFocus projectors	
S0153150	2410	540005	Brooks Workbooks	S0159551	2720	540005	Brooks Testing and Assessment Supplies	1,601.50	DRA Assessment kits replacement	
S2049510	2305	511110	Art DW Salaries	S2343443	3520	520004	Other Student Activities Elem Music Services	25,000.00	NBSO expansion/Fine Arts	

FY 19 FISCAL BUDGET REPORT

GRANTS FY19	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
4301 STUDENT ACHIEVEMENT NBHS	5,000	5,000	-	-	100.0%
4306 KEYS OF INSPIRATION	30,000	12,812	10,443	6,745	77.5%
4310 BIG YELLOW BUS	2,750	2,626	-	124	95.5%
4339 MTLC	379,000	379,000	-	-	100.0%
4344 PACHECO READERS	8,500	8,500	-	-	100.0%
4350 BRISTOL COUNTY SAVINGS BANK	25,000	12,223	1,678	11,100	55.6%
4360 PRINCIPAL DISCRETIONARY	96,000	86,038	10,789	(827)	100.9%
4401 TITLE I	5,866,672	5,419,511	292,358	154,803	97.4%
4402 IDEA	3,804,371	4,231,223	3,254	(430,106)	111.3%
4406 TITLE III LEP SUPPORT	534,172	432,715	44,072	57,384	89.3%
4409 TITLE IIA	685,234	441,357	46,861	197,016	71.2%
4411 SPED EARLY EDUCATION	139,030	119,167	-	19,863	85.7%
4434 TITLE IV	447,503	342,270	24,130	81,103	81.9%
4475 TITLE III IMMIGRANT	79,902	51,673	15,707	12,522	84.3%
4624 POTHOLE FOUNDATION	1,225,096	591,458	386,061	247,577	79.8%
4703 WORKFORCE SKILLS GRANT	72,000	72,000	-	-	100.0%
4706 PACHECO BASEBALL FIELD	32,190	13,354	15,782	3,054	90.5%

1/6/2020

FY 20 FISCAL BUDGET REPORT

GRANTS FY20	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
4301 NEA STUDENT SUCCESS GRANT	5,000			5,000.00	-
4302 GANNON MEMORIAL PLAYGROUND	27,768	-	-	27,768	0.0%
4309 CAPITAL SKILLS WORKFORCE GRANT	5,000	-	-	5,000	0.0%
4310 BIG YELLOW BUS	1,500			1,500	0.0%
4328 YOUTH LITERACY GRANT	2,000		1,995	5	99.8%
4339 MTLC	627,472	627,472	-	-	100.0%
4344 PACHECO READERS	11,000	2,464	408	8,128	26.1%
4350 BRISTOL COUNTY SAVINGS BANK	25,000			25,000	0.0%
4401 TITLE I	6,915,649	407,551	183,142	6,324,956	8.5%
4402 IDEA	3,870,735			3,870,735	0.0%
4406 TITLE III LEP SUPPORT	528,834	27,393	15,452	485,989	8.1%
4407 PERKINS GRANT	103,723	12,392	3,313	88,018	15.1%
4409 TITLE IIA	757,738	26,853	46,954	683,931	9.7%
4411 Early Ed Sped	141,681	1,511		140,170	1.1%
4412 MCKINNEY VENTO	55,000	19,517	1,558	33,925	38.3%
4414 21st CCLC SY CONTINUATION	504,558	265,432	8,417	230,710	54.3%
4432 SCHOOL REDESIGN GRANT SUM	300,000	79,356	47,000	173,644	42.1%



GRANTS FY20	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
TOTAL FY20 GRANTS	17,127,977	2,350,889	632,520	14,144,568	17.4%





# Personnel Report

January 13, 2020

**F. SUBSTITUTE FOOD SERVICE:**

Karen Elias	Elizabeth Maia	Susan Pereira
-------------	----------------	---------------

**G. SUBSTITUTE PARAPROFESSIONAL:**

Tiffany Alfredo	Carmella Dixon	Alyssa Lopes
-----------------	----------------	--------------

**H. SUBSTITUTE CUSTODIAN:**

Michael Simas	Eric Tavares	
---------------	--------------	--

**REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST**

**REQUIRED VOTES**

If a City, a vote in the following form is required from both the City Council **AND** the School Committee.

**FORM OF VOTE**

Please use the text below to prepare your City's required vote(s).

Resolved: Having convened in an open meeting on Monday, January 13, 2020, prior to the closing date, the School Committee of the New Bedford Public Schools in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated January 13, 2020 for the Elwyn G. Campbell Elementary School located at 145 Essex St., New Bedford, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future for Priority 5: ( Replacement, renovation or modernization of school facility systems such as roofs, windows, boilers, heating and ventilation, to increase energy conservation and decrease energy related costs in a school facility.) This SOI is specifically for Window, Door, Roof and Boiler replacements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

**DOCUMENTATION OF VOTE**

Documentation of each vote must be submitted as follows:

For the vote of the City Council, a copy of the text of the vote must be submitted with a certification of the City/Town Clerk that the vote was duly recorded and the date of the vote must be provided.

For the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson.



THOMAS ANDERSON  
SUPERINTENDENT

**NEW BEDFORD PUBLIC SCHOOLS**  
PAUL RODRIGUES ADMINISTRATION BUILDING  
455 COUNTY STREET  
NEW BEDFORD, MASSACHUSETTS 02740  
www.newbedford-school.org

(508) 997-4511

*"We are committed to developing a community of learners who are academically proficient, demonstrate strong character and exhibit self-confidence."*

**KAREN A. TREADUP**  
DEPUTY SUPERINTENDENT

**ANDREW O'LEARY**  
ASSISTANT  
SUPERINTENDENT OF  
FINANCE & OPERATIONS

**HEATHER EMSLEY**  
EXECUTIVE DIRECTOR OF  
HUMAN CAPITAL SERVICES


**JENNIFER FERLAND**  
EXECUTIVE DIRECTOR OF  
STRATEGIC INITIATIVES & PARTNERSHIPS

**SANDRA FORD**  
EXECUTIVE DIRECTOR OF  
SPECIAL EDUCATION & STUDENT  
SERVICES

**SONIA WALMSLEY**  
EXECUTIVE DIRECTOR OF  
EDUCATIONAL ACCESS &  
PATHWAYS

## MEMORANDUM

To: Mayor Jonathan Mitchell

From: Superintendent Thomas Anderson  


Date: January 7, 2020

Subject: Statement of Interest submission for the Elwyn G. Campbell Elementary School, located at 145 Essex St.

The Statement of Interest (SOI) submission for the Elwyn G. Campbell Elementary School is to replace windows, doors, boilers and the roof. The current estimate for this work is \$6,840,000 for which the Massachusetts School Building Authority (MSBA) reimbursement will be 80%, less code remediation and ADA compliance costs; I anticipate the City of New Bedford costs after reimbursements to be \$3.1 million. The Capital Improvement Program anticipates funding for local share of the ARP program.

The SOI application itself incurs no financial obligation on the part of the City of New Bedford. However, if the MSBA Board votes to allow this project to proceed, then I would anticipate a request for appropriation during the first half of FY 2021.

The following actions need to occur for this SOI to be accepted.

1. The School Committee must vote using specific language proscribed by the MSBA, to authorize the submission of this SOI for this specific school and the priorities that have been identified. Vote will take place on Monday, January 13, 2020.

2. The City Council must vote using specific language proscribed by the MSBA, to authorize the submission of this SOI for this specific school and the priorities that have been identified. Vote will take place on Thursday, January 23, 2020.

3. The City Clerk must certify a copy of the vote of the City Council and submits a copy of the full text of the certified vote to the MSBA on or before the February 14, 2020 deadline for submission of the SOI.

4. The minutes of the meeting at which the School Committee voted to authorize the Superintendent to submit this Statement of Interest reflect the vote, with specific references to the school and the priorities for which the Statement of Interest is being submitted, signed by the Chairperson of the School Committee, to the MSBA. This set of minutes must be received by MSBA on or before the deadline for submission of new SOIs.







THOMAS ANDERSON  
SUPERINTENDENT

**NEW BEDFORD PUBLIC SCHOOLS**  
PAUL RODRIGUES ADMINISTRATION BUILDING  
455 COUNTY STREET  
NEW BEDFORD, MASSACHUSETTS 02740  
www.newbedford-school.org

(508) 897-4511

*"We are committed to developing a community of learners who are academically proficient, demonstrate strong character and exhibit self-confidence."*

**KAREN A. TREADUP**  
DEPUTY SUPERINTENDENT

**ANDREW O'LEARY**  
ASSISTANT  
SUPERINTENDENT OF  
FINANCE & OPERATIONS

**HEATHER EMSLEY**  
EXECUTIVE DIRECTOR OF  
HUMAN CAPITAL SERVICES

**JENNIFER FERLAND**  
EXECUTIVE DIRECTOR OF  
STRATEGIC INITIATIVES & PARTNERSHIPS

**SANDRA FORD**  
EXECUTIVE DIRECTOR OF  
SPECIAL EDUCATION & STUDENT  
SERVICES

**SONIA WALMSLEY**  
EXECUTIVE DIRECTOR OF  
EDUCATIONAL ACCESS &  
PATHWAYS

January 7, 2020

Mayor Jonathan Mitchell  
City of New Bedford  
133 William Street  
New Bedford, MA 02740

Dear Mayor Mitchell,

New Bedford Public Schools (NBPS) is charged with maintaining, upgrading, and replacing the oldest stock of buildings in the Commonwealth. In recent years, both NBPS and city leadership have significantly increased levels of capital investment in building facilities and has embarked on the most active period of new construction and school renovation in many years. To maintain this progress, the New Bedford Public Schools intends to submit a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) for Core Program (new construction) and an SOI for Accelerated Repair.

The MSBA has a strict timeline for submission as Core Program SOI submissions are accepted from between January 8, 2020 and April 8, 2020 and Accelerated Repair Program SOI submissions are accepted between January 8, 2020 and February 14, 2020. SOI submissions will require the formal endorsement of the School Committee and City Council. These votes precede submission and must use required vote language prescribed by the Authority.

This past October 2019, to better inform the FY2020 planning process, I convened a School Building Committee (SBC). The process mirrored the MSBA's requirements and was comprised of a Mayor's designee, members of the School Committee Finance Sub Committee, a NBPS principal, a purchasing credentialed city official, a school official responsible for building maintenance, and a teacher's union representative. Our FY2020 School Building Committee met three times prior to December 31st, 2019. The SBC meetings reviewed school construction progress to date and sought consensus on those schools to propose for participation in the MSBA's 2020 SOI process. SBC members conducted numerous school site visits supplemented with direct staff feedback. I appreciate the members for volunteering their time and being thoroughly engaged in the process. I look forward to maintaining a standing SBC committee in the future to widen and deepen the dialogue on school facility improvement.

The consensus of the SBC review was to replace our oldest buildings first. These buildings have multiple challenges including limited space for specialist programming, all student restrooms and cafeterias are in the basement, are exempt from current code compliance and experience water infiltration through brick exterior. Taken as a whole, these concerns only increase over time, adding a sense of urgency to the need for a replacement process for the seven schools which are over 100- years old.



*The New Bedford Public Schools do not discriminate on the basis of age, gender, race, color, religion, ethnicity, national origin, disability, sexual orientation, ancestry, homelessness, gender identity, gender expression, or immigration status.*







## REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST

### REQUIRED VOTES

If the SOI is being submitted by a City, a vote in the following form is required from both the City Council **AND** the School Committee.

*\*Current votes for each SOI submission are required.*

### FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on Monday, January 13, 2020 prior to the SOI submission closing date, the School Committee of the City of New Bedford, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated January 13, 2020 for the James B. Congdon Elementary School located at 50 Hemlock St. which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under priority 7, (Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.) and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

### DOCUMENTATION OF VOTE

Documentation of each vote must be submitted **in hard copy** to the MSBA as follows:

- 1) For the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body, a copy of the text of the vote must be submitted **with a certification** of the City/Town Clerk that the vote was duly recorded and the date of the vote must be provided.
- 2) For the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted **with the original signature** of the Committee Chairperson.

## REQUIRED FORM OF VOTE TO SUBMIT A STATEMENT OF INTEREST

### REQUIRED VOTES

If the SOI is being submitted by a City, a vote in the following form is required from both the City Council **AND** the School Committee.

*\*Current votes for each SOI submission are required.*

### FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on Monday, January 13, 2020 prior to the SOI submission closing date, the School Committee of the City of New Bedford, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated January 13, 2020 for the John B. DeValles Elementary School located at 120 Katherine St. which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under priority 7, (Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.) and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

### DOCUMENTATION OF VOTE

Documentation of each vote must be submitted **in hard copy** to the MSBA as follows:

- 1) For the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body, a copy of the text of the vote must be submitted **with a certification** of the City/Town Clerk that the vote was duly recorded and the date of the vote must be provided.
- 2) For the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted **with the original signature** of the Committee Chairperson.



THOMAS ANDERSON  
SUPERINTENDENT

NEW BEDFORD PUBLIC SCHOOLS  
PAUL RODRIGUES ADMINISTRATION BUILDING  
465 COUNTY STREET  
NEW BEDFORD, MASSACHUSETTS 02740  
www.newbedford-school.org

(508) 997-4511

*"We are committed to developing a community of learners who are academically proficient, demonstrate strong character and exhibit self-confidence."*

KAREN A. TREADUP  
DEPUTY SUPERINTENDENT

ANDREW O'LEARY  
ASSISTANT  
SUPERINTENDENT OF  
FINANCE & OPERATIONS

HEATHER EMSLEY  
EXECUTIVE DIRECTOR OF  
HUMAN CAPITAL SERVICES


JENNIFER FERLAND  
EXECUTIVE DIRECTOR OF  
STRATEGIC INITIATIVES & PARTNERSHIPS

SANDRA FORD  
EXECUTIVE DIRECTOR OF  
SPECIAL EDUCATION & STUDENT  
SERVICES

SONIA WALMSLEY  
EXECUTIVE DIRECTOR OF  
EDUCATIONAL ACCESS &  
PATHWAYS

## MEMORANDUM

To: Mayor Jonathan Mitchell

From: Superintendent Thomas Anderson 

Date: January 7, 2020

Subject: Statement of Interest submissions for John B. DeValles Elementary School, located at 120 Katherine St., New Bedford, MA and James B. Congdon Elementary School, located at 50 Hemlock St., New Bedford, MA

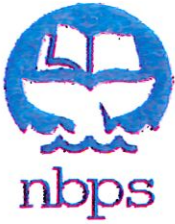
The Statement of Interest (SOI) submissions are to replace the John B. DeValles and James B. Congdon Elementary Schools that are two obsolete buildings (Priority Seven), both of which are over 100 years old, with one new twenty-first century school. The current estimate for this work is \$71,500,000, for which the Massachusetts School Building Authority (MSBA) reimbursement will be 80% minus non-reimbursable items. The Capital Improvement Program anticipates funding for the local share of the project.

The SOI application itself incurs no financial obligation on the part of the City of New Bedford. However, if the MSBA Board votes to allow this project to proceed, then I would anticipate a request for appropriation during the first half of FY2021 to fund the Feasibility Studies associated with these school replacements.

The following actions need to occur for this SOI to be accepted:

1. The School Committee must vote using specific language proscribed by the MSBA, to authorize the submission of these SOI's for these specific schools and the priorities that have been identified. Vote will take place on Monday, January 13, 2020.
2. The City Council must vote using specific language proscribed by the MSBA, to authorize the submission of these SOI's for this specific school and the priorities that have been identified. Vote will take place on Thursday, January 23, 2020.





**THOMAS ANDERSON**  
SUPERINTENDENT

**NEW BEDFORD PUBLIC SCHOOLS**

**PAUL RODRIGUES ADMINISTRATION BUILDING**  
465 COUNTY STREET  
NEW BEDFORD, MASSACHUSETTS 02740  
[www.newbedfordschool.org](http://www.newbedfordschool.org)

(508) 997-4511

*"We are committed to developing a community of learners who are academically proficient, demonstrate strong character and exhibit self-confidence."*

**KAREN A. TREADUP**  
DEPUTY SUPERINTENDENT

**ANDREW O'LEARY**  
ASSISTANT  
SUPERINTENDENT OF  
FINANCE & OPERATIONS

**HEATHER EMSLEY**  
EXECUTIVE DIRECTOR OF  
HUMAN CAPITAL SERVICES

**JENNIFER FERLAND**  
EXECUTIVE DIRECTOR OF  
STRATEGIC INITIATIVES & PARTNERSHIPS

**SANDRA FORD**  
EXECUTIVE DIRECTOR OF  
SPECIAL EDUCATION & STUDENT  
SERVICES

**SONIA WALMSLEY**  
EXECUTIVE DIRECTOR OF  
EDUCATIONAL ACCESS &  
PATHWAYS

3. The City Clerk must certify a copy of the vote of the City Council and submit a copy of the full text of the certified vote to the MSBA on or before the April 14, 2020 deadline for submission of the SOI.
4. The minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI reflect the vote, with specific references to the schools and the priorities for which the SOI are being submitted, signed by the Chairperson of the School Committee, to the MSBA. This set of minutes must be received by the MSBA on or before the deadline for submission of new SOIs.







**THOMAS ANDERSON**  
SUPERINTENDENT

**NEW BEDFORD PUBLIC SCHOOLS**

PAUL RODRIGUES ADMINISTRATION BUILDING  
455 COUNTY STREET  
NEW BEDFORD, MASSACHUSETTS 02740  
www.newbedford-school.org

(508) 997-4511

*"We are committed to developing a community of learners who are academically proficient, demonstrate strong character and exhibit self-confidence."*

**KAREN A. TREADUP**  
DEPUTY SUPERINTENDENT

**ANDREW O'LEARY**  
ASSISTANT  
SUPERINTENDENT OF  
FINANCE & OPERATIONS

**HEATHER EMSLEY**  
EXECUTIVE DIRECTOR OF  
HUMAN CAPITAL SERVICES

**JENNIFER FERLAND**  
EXECUTIVE DIRECTOR OF  
STRATEGIC INITIATIVES & PARTNERSHIPS

**SANDRA FORD**  
EXECUTIVE DIRECTOR OF  
SPECIAL EDUCATION & STUDENT  
SERVICES

**SONIA WALMSLEY**  
EXECUTIVE DIRECTOR OF  
EDUCATIONAL ACCESS &  
PATHWAYS

January 7, 2020

Mayor Jonathan Mitchell  
City of New Bedford  
133 William Street  
New Bedford, MA 02740

Dear Mayor Mitchell,

New Bedford Public Schools (NBPS) is charged with maintaining, upgrading, and replacing the oldest stock of buildings in the Commonwealth. In recent years, both NBPS and city leadership have significantly increased levels of capital investment in building facilities and has embarked on the most active period of new construction and school renovation in many years. To maintain this progress, the New Bedford Public Schools intends to submit a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) for Core Program (new construction) and an SOI for Accelerated Repair.

The MSBA has a strict timeline for submission as Core Program SOI submissions are accepted from between January 8, 2020 and April 8, 2020 and Accelerated Repair Program SOI submissions are accepted between January 8, 2020 and February 14, 2020. SOI submissions will require the formal endorsement of the School Committee and City Council. These votes precede submission and must use required vote language prescribed by the Authority.

This past October 2019, to better inform the FY2020 planning process, I convened a School Building Committee (SBC). The process mirrored the MSBA's requirements and was comprised of a Mayor's designee, members of the School Committee Finance Sub Committee, a NBPS principal, a purchasing credentialed city official, a school official responsible for building maintenance, and a teacher's union representative. Our FY2020 School Building Committee met three times prior to December 31st, 2019. The SBC meetings reviewed school construction progress to date and sought consensus on those schools to propose for participation in the MSBA's 2020 SOI process. SBC members conducted numerous school site visits supplemented with direct staff feedback. I appreciate the members for volunteering their time and being thoroughly engaged in the process. I look forward to maintaining a standing SBC committee in the future to widen and deepen the dialogue on school facility improvement.

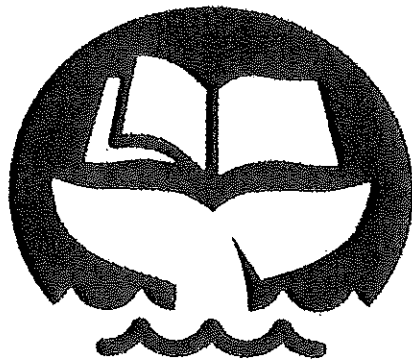
The consensus of the SBC review was to replace our oldest buildings first. These buildings have multiple challenges including limited space for specialist programming, all student restrooms and cafeterias are in the basement, are exempt from current code compliance and experience water infiltration through brick exterior. Taken as a whole, these concerns only increase over time, adding a sense of urgency to the need for a replacement process for the seven schools which are over 100- years old.





### General Education Bus Pricing

		Current FY 20 Price	3rd year option FY 21 Price
Reliable	Single Tier	\$289 per day	\$289 per day
	Double Tier	\$310 per day	\$315 per day
Whaling City	Single Tier	\$295 per day	\$305 per day
	Double Tier	\$315 per day	\$319 per day



### Other Local Pricing

Dartmouth	\$320 per day
Old Colony	\$340 per day
Plymouth	\$350 per day
Seekonk	\$351 per day
Westport	\$356 per day

Fall Over was just  
 awarded a \$380 PD





New Bedford Public Schools  
Paul Rodrigues Administration Building  
455 County Street,  
Room 119 – Conference Room  
New Bedford, MA 02740

Transportation Subcommittee Meeting  
December 12, 2019  
4:40 PM – 5:11 PM

Present: Mr. Joaquim Livramento, Mr. Joshua Amaral, Mr. Chris Cotter

Also in Attendance: Mr. Jeffrey Tatro, Ms. Margarita Graham (Reliable Transportation), Mr. Jeffery Graham (Reliable Transportation).

The Meeting Commenced at 4:40 pm

Minutes from November 15, 2018 were reviewed. Voted unanimously on a motion to approve the minutes by Mr. Amaral and seconded by Mr. Livramento

- Committee received an update from Mr. Tatro and Ms. Graham regarding changes and traffic and Pulaski Elementary School
- Committee received an update on the Crossing Guards in the district. #
- Committee received and reviewed the school dismissal visits done by Mr. Tatro
- **Committee voted 3 to 0 to send to the Full School Committee the recommendation to pick up the third year option on Transportation Contracts 18300494R School Bus Transportation Services and 18300494R1 School Bus Transportation. Motion by Mr. Amaral and seconded by Mr. Cotter.**
- Committee received an update on becoming active with MassDot Safe Routes to School program and grant opportunities to the City.

Voted unanimously on a motion by Mr. Amaral and seconded by Mr. Cotter to adjourn

The meeting adjourned at 5:11 pm



Andrew O'Leary  
Assistant Superintendent of Operation and Finance



## NEW BEDFORD PUBLIC SCHOOLS TRANSPORTATION DEPARTMENT

December 12, 2019

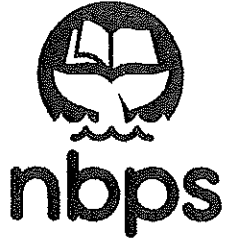
Crossing Guard Update

Committee Members:

The District has been actively and aggressively seeking to hire Crossing Guards to help keep students safe as they traverse the City streets to go to and from school. Since the beginning of school the District has hired five (5) additional crossing guards. This in addition to the four (4) we had in place during the last year school who returned. Current Crossing Guards and school assignment are listed below:

<b>Name</b>	<b>School</b>
Myra Riz	Jacobs/Roosevelt
Patrick Winsper	Lincoln
Michael Winsper	Lincoln
Carey Souza	Pacheco
Susanna Araujo	Parker
Jason Baptista	Pulaski
Maria Maldonado	Ashley
Denise Dalglish	Gomes
John Mecone (In Process)	Campbell

Jeffrey B. Tatro  
Supervisor of Transportation  
New Bedford Public Schools  
508-997-4511 x14207



## Safe Route to School Meeting Minutes

12/11/19 - 2PM to 3PM

Jeff Tatro – Supervisor of Transportation  
Emily Budzynkiewicz – DOT (SRTS)

1. How do we become an active member?
  - Participate in designated walk to school days and photograph and document first Wednesday in February and May. Mr. Tatro is going to register all District Schools for these days. Principals will be informed about these days and will assign a member to lead and record.
  - Encourage National Bike to School Day which is the second Wednesday in May
  - Find out what community partners are already doing Bike Rodeo's, Fun Runs, etc.
  
2. Grants open on July 1, 2020. City would take the lead on the grant writing process. Pulaski must participate in these to be considered for the grant fund. The City would like this school to be most involved to help get funds for Braley Road improvement including new signage, lights and sidewalks.



## NEW BEDFORD PUBLIC SCHOOLS - TRANSPORTATION DEPARTMENT

### PULASKI INFORMATION SHEET

#### 1. Pulaski has a total of 24 buses that drop off and pick up daily at the school

- 9 Full Size School Buses
- 8 Specialized Transportation vehicles
- 2 McKinney Vento/Foster Care
- 5 Private vendors

#### 2. New Stops added May 20, 2019

- Poplar Rd. @ Garrison Rd.
- Acushnet Ave. @ Churchill St.
- Acushnet Ave. @ Jordan St.

*vpb  
20*

The new stops were mildly successful and there has been increased ridership.

#### 3. Other updates

- The school increased the number of staff directing/ assisting students and parents in the morning. Additional barriers have been added to guide vehicles.
- Small vehicle drop off was modified to decrease unloading back up. All CBIP buses drop off on the cafeteria side.
- Jason Baptista was hired as a crossing guard
- A pedestrian walkway was constructed from the back parking lot.



## DISMISSAL OBSERVATIONS

10/29/19

### NEW BEDFORD HIGH SCHOOL



Dismissal is organized and well-staffed. The students easily flow to their buses. Buses enter from Hathaway Blvd and exit on Liberty St. There was a continuous flow of traffic. Students being picked up within the traffic on Hathaway did cause unnecessary back up.

### KEITH MIDDLE SCHOOL



Main driveway is closed off to help alleviate traffic entering Hathaway Blvd. Staff at exit to help cross students and direct traffic out of the driveway. Students know the routine and know where they are going. Several uncontracted private vendors service the school.

10/30/19

### **CAMBELL ELEMENTARY SCHOOL**



Most students are walkers or parent pick up. Bus riders are picked up at the main entrance and are well organized. Students are grouped by bus prior to loading. Staff leaving the school where driving through the buses. The driveway is two way traffic and the staff often were facing head on. Driveway should be one way and staff should leave behind the buses.

### **PULASKI ELEMENTARY SCHOOL**



The process is must improved and smooth. All Special Education buses release from the side of the school and all parent pickup release from the main doors. Parents are staying on the marked areas of Braley Rd. for pick up. The crossing guard does an excellent job watching for the pedestrian safety.

10/31/19

### TRINITY DAY ACADEMY



Dismissal is well staffed. There is a staff member assigned to every area of dismissal. Staff makes certain students are where they should be. The crossing guard does an excellent job holding traffic. Ridership is being looked into to see if we can eliminate a bus.

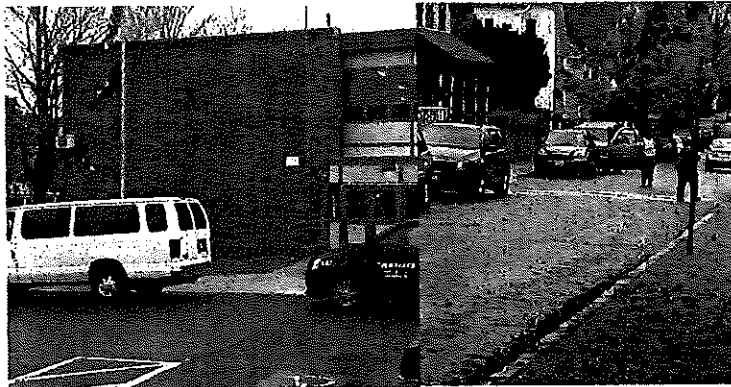
### PARENTING TEENS PROGRAM



Immediately follows TDA. As soon as the TDA buses leave the PT buses pull up. These buses transport the students and their infants. Buses pick up on Hillman St. and the traffic is stopped briefly while the students load.

10/31/19

### **PARKER ELEMENTARY SCHOOL**



There are only two pupil vehicle at the school and those students exit from the main entrance. All other students exit from the back in an organized and well establish manner. The crossing guard has a tough time on this narrow two way street. Parents are stopping and impeding traffic for pickup as well as parking in cross walks. School Zone signs on Parker St would be beneficial and police presence.

### **JACOBS ELEMENTARY SCHOOL**

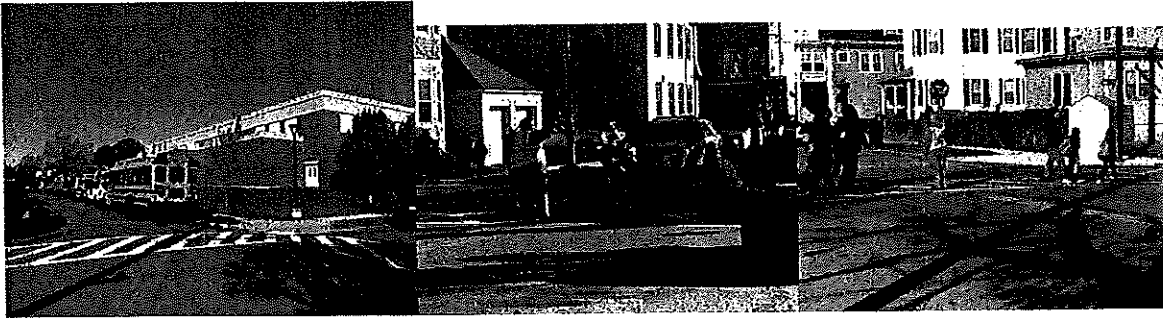


Bus pick up is in a closed off section and students are brought out by bus. The students are loaded and the buses leave. Parent pick up flow is smooth on Emery St. and Emma St. The crossing guard is effective on Brock Ave. Students cross in the crosswalk and wait for the que from the guard.



11/1/19

### LINCOLN ELEMENTARY SCHOOL



All Buses students dismiss from the back. This includes all private vendors and Special Education Students. Parent pick up is in the front of the school. Glennon St because majorly backed up as parents leave onto Ashley Blvd. The staff parking lot should be closed at both ends during dismissal so all traffic flows in the same direction. Crossing Guards do an excellent job on Ashley Blvd. Parents should be notified to cross at the corners with the Guards and not in the middle.

11/4/19

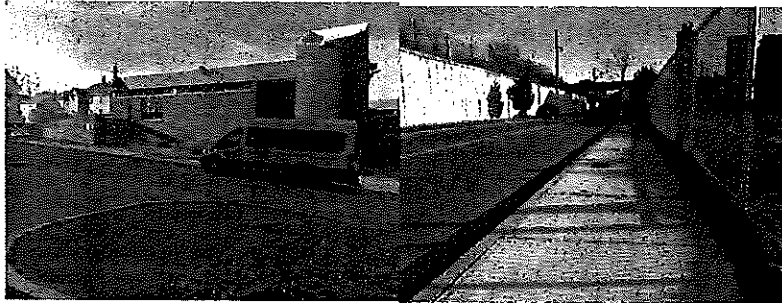
### Taylor Elementary School/ SeaLab



All Buses enter from Portland St and exit onto Belmont St. Must buses clear the campus and students are released from both the front and the back of the school. The congestion is minimal during pick up. Portland St and Fort St are used for parking and two-way traffic is reduced to one and a half lanes of travel. Chains are across the main driveway to help with pedestrian safety and the park dirt driveway is also chained so all traffic flows on one street. Some parents utilize the parking area by the soccer field for pick up.

11/4/19

### Hayden-McFadden Elementary School



Buses start loading at 3:20 all buses are Private or for Special Education. Traffic is well controlled on Cedar Grove St during dismissal. Parents pick up around the school from various streets. Purchase Street becomes congested due to parents parking on both sides and ignoring parking signs. Walkers and parent pick up are released at 3:30. The School is surrounded by major roads and all contain a traffic signal to help slow the flow of traffic.

11/6/19

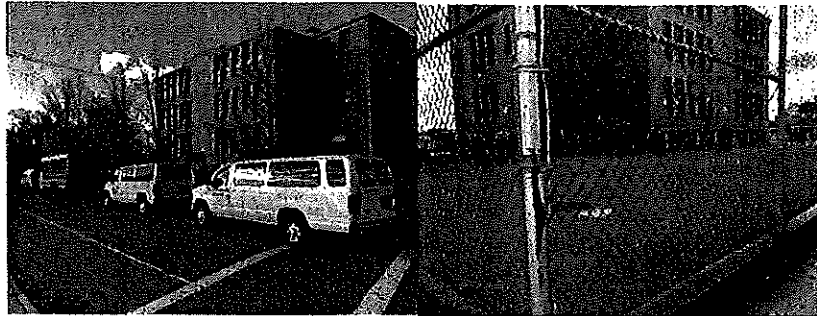
### Pacheco Elementary School



During dismissal Buchanan Street is closed off with cones to allow only School Bus and School Van access. All students that take a bus exit through the main entrance on the Buchanan Street side. The walking and parent pick up students exit through the other exits by grades. There was limit stuff visible during dismissal other than at the doors. The first bus in line moved the cones to the side so they could leave. There almost no traffic back up during dismissal.

1/8/19

### Rodman Elementary School



All buses and vans pickup on Mill St. and are dismissed at 2:20. All the buses clear campus before the rest of the students are dismissed at 2:30. These students exit the side of the building based on grades; K,1,2 leave Rockdale St. and 3,4 Summit St side. The neighborhood street parking is crowded and frequent accidents. Parents appear to be parking in local business parking lots.

11/12/19

### Roosevelt Middle School



All Buses are staged on Cleveland St. Students begin boarding the buses at 2:25 all other students leave at 2:30 mostly from Cleveland St. exit. Frederick St. was a parking lot. With parents parked on both sides and the two way traffic. Parents would also stop and hold up traffic waiting for their students. Traffic did not move for five minutes until cars started leaving the street parking spots. Buses are forced to hold in place until Frederick St is cleared and most turn left to Rodney French Blvd. Rodney St. however was in general clear with traffic flowing easily. It should be considered to make Frederick St. a one way from Brock to Frederick.

11/15/19

### **Normandin Middle School**



All buses stage on campus Special Education buses by the Felton St. entrance and General Education and private vendors by the soccer field facing Felton St. At dismissal at 2:30 all walkers and parent pick up exit the Harwich St side of the building. There is considerable congestion on Harwich St and the surrounding neighborhood streets. Traffic does flow smoothly but slowly. All Special Education students exit from the Main Entrance and all general education bus riders exit the Tarklin Hill side of the building. It is well staffed and controlled. Buses leave promptly at 2:35. All late bus students then wait for the late buses on the Tarklin Hill St side and must present late bus passes.

11/18/19

### **Whaling City Alternative Jr/Sr High School**



Small vans pick up on Morgan St and large buses stage in the Carney Staff parking lot to allow continuous traffic flow. The school is dismissed by grade levels and student's board buses or walk off campus. The staff is outside directing students. An organized dismissal with little or no neighborhood impact.

11/18/19

### Carney Academy



All vehicles load along the Summer St. main entrance. Special education buses load first and then general education buses precede into the loading area after. Students are brought to their respective bus by staff. It was noted the general education buses are very low and ridership and it is recommended the number of buses is reduced from 3 to 2. The staff member blocking traffic on Kempton St. only aggravated the traffic flow and public by just standing in front of a vehicle at the lights. The crosswalk signs and lights should be utilized to cross students and a crossing guard is needed. There is a large number of walking students and the intersections become very congested.

11/19/19

### Congdon Elementary



Buses arrive in two waves at dismissal. Private vendors and daycare vans are loaded first. The larger buses stage two blocks away near Rivet St. When the vans leave they pull up to load the students. There is a teacher outside with rosters for what students board which vehicles. All students with transportation leave from the Hemlock St. entrance. All other students, parent pickup and walkers, exit to the Bolton St. side. All neighborhood streets around the school are heavily congested for about 5 minutes and then in clear.

11/19/19

### **Renaissance Community Innovation School**



Renaissance is a neighborhood school that nearly all students walk or are parent pickup. These parents illegally park along S. Second St. to pick up their students on that side of the building. There is staff outside greeting parents in the courtyard as they get their students. The students transported by van are loaded from the entrance on Griffin Ct.

11/19/19

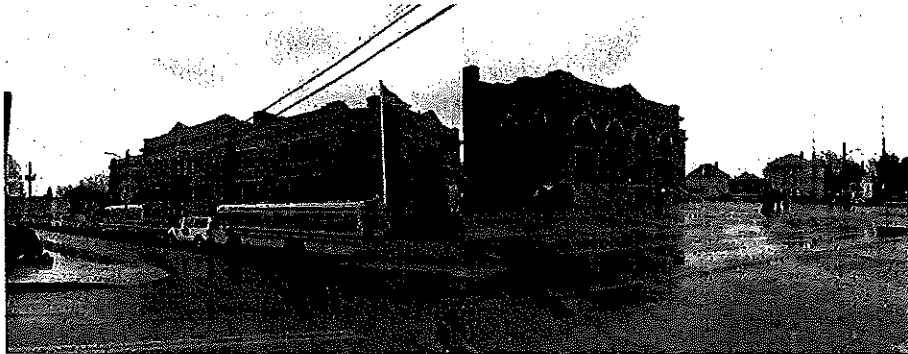
### **Gomes School**



Gomes has vehicles of all types; private vendors, daycare vans, special education buses and general education buses. All buses stage on Griffin Ct. vehicles are loaded three at a time and as vehicles clear the other pull up. Staff brings the students to the vehicles in organized preset groups. Buses pull down Griffin Ct. and use the cul-de-sac to reverse direction bring them past the buses that are loaded. This causes a delay in exit since Reds are flashing it also brings buses back toward students. An additional exit should be considered as a capital project. After the buses have loaded and left the other students exit on the playground side. Parents illegally park along S. Second St. and wait in the blacktop area for the students. There is considerable congestion and vehicles parked everywhere. There is no stop sign at the end of Howland St. and several accidents nearly occurred. The crossing guard is staged well and help make the area safer for all.

11/20/19

### DeValles Elementary



All buses stage in the front of the school on Katherine St. There are several private vendors and day cares. All students for vehicles exit from the main doors. All other students who are parent pick up or walk exit from the rear of the school into the black top area. Parents park on both sides of both Bonney St. and Orchard St. There is little to no neighborhood impact. Traffic flows smoothly with slow down for pedestrians using the cross walks. There is some visible staff but they remain at the doors of the school.

11/21/19

### Hathaway Elementary



All buses pick up on Court St. Since not all buses can fit in front of the school at the same time they are loaded in waves. While 3 load the other stage a few blocks away up Court St. and wait for the area to clear. Students who ride buses or vans are taken to the bus by a staff member from a door on Court St. All parent pick up and walkers exit from the Union St. side. Students are lined up by grade in a designated area in the play area until a parent picks them up. There is a staff member crossing pedestrians on Union St. There have been barrels and signs place on Union st to prevent people from parking were students are released from despite the No Parking signs along Union St. There is parking area across from the school on Hathaway that many parents park in to get their student. In addition parent park along all side streets. The traffic flow was constant with minimal back up.

11/22/19

### Brooks Elementary



The custodian blocks the driveway with cones only allowing buses in the main driveway. Buses are all loaded with staff from the main entrance. All parent pick up or walkers exit from either side of the building. Parents use the parking lot off of Parker St to pick up students. This helps reduce the number of cars on Nemasket St. and Robert St. It is a quick and organized dismissal. Cars are parked throughout the neighborhood but there is limited disruption in traffic flow including getting onto Rockdale Ave.

11/25/19

### Ashley Elementary



All buses pick up in the designated bus area on the corner of Rochambeau St. and Brooklawn Ave. A staff member brings the students to the bus and communicates with the driver. All students are dismissed from the two doors facing Brooklawn Ave. where they meet their guardian for pick up or walk home. Cars park along both sides of Brooklawn Ave., Ashley Blvd., and Rochambeau St. (except where the No Parking signs are on the northbound side). Parents have adjusted to coming to the crosswalk with the crossing guard. The crossing guard uses the newly installed flashers as well as the stop paddle. Traffic congestion is minimal and continuously flows.



12/2/19

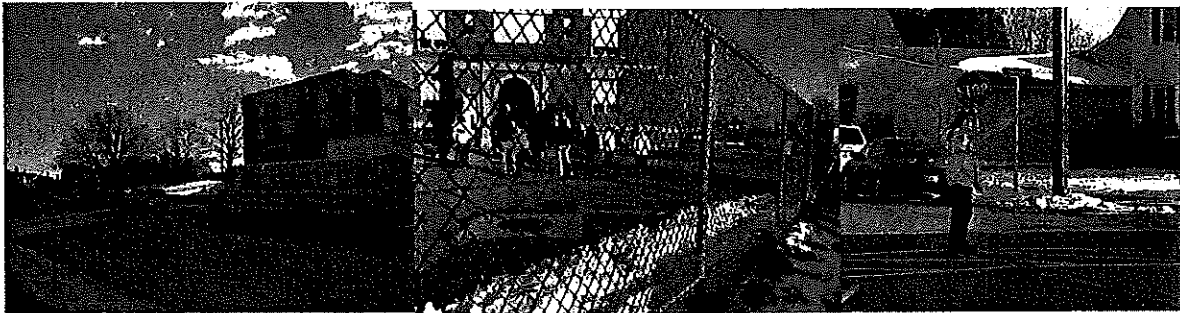
### Winslow Elementary



All buses and vans pick up in front of the school on Allen St., the buses that cannot fit stage a block away and then pull up as others clear. Staff park along Allen St. Parent pick up park all along the surrounding streets (Reed St, Bedford St. and Brownell St.). Walkers and parent pick up exit from the back of the school to the blacktop area along Bedford St. There was minimal staff visible outside. Traffic flowed in all directions consistently.

12/5/19

### Swift Elementary



All Buses pick up on Acushnet Ave. Not all buses can fit in front of the school at the same time, as buses load and leave others that are staged on Acushnet Ave. pull up. All students on buses or vans leave from the main entrance on Acushnet Ave. All parent pick up and walkers enter from the rear entrance into the black top area along Tarklin Hill Rd. Parents park along Tarklin Hill Rd., Plympton St., and Conduit St. Staff was visible and one helps as a crossing guard on Tarklin Hill Rd. Although traffic was smooth near the school, there was tremendous congestion along Acushnet Ave, Tarklin Hill Rd, Ashley Blvd and Belleville Ave. There are several schools in this section of the City that let out at the same time.



### EMPLOYEE CONDUCT

All employees of the New Bedford Public Schools have a responsibility to familiarize themselves with and abide by the laws and regulations of the Commonwealth of Massachusetts and federal government as these affect their work, the policies of the New Bedford School Committee ("Committee"), and the regulations designed to implement them.

In the area of personal conduct, the Committee expects that teachers and other employees will conduct themselves in a manner that not only reflects credit to the school system but also sets forth a model worthy of emulation by students. All employees are expected to treat others with respect and civility at all times and are expected to carry out their responsibilities with conscientious concern.

Essential to the success of ongoing school operations and the instructional program are the following specific responsibilities, which will be required of all employees:

1. Professional conduct at all times and treating students, other employees and community members in our school buildings, events, grounds and buses with respect and civility and refrain from any inappropriate workplace conduct. Inappropriate workplace conduct can take multiple forms, including but not limited to the use of profanity, slurs, epithets, inappropriate gestures or making offensive or demeaning jokes.
2. Support and enforcement of policies of the Committee and their implementing regulations and school rules in regard to students, other employees and the community. This includes compliance with Committee policies AC, ACA, ACAB, ACE and JICFB.
3. Concern for and attention to their own and the school system's legal responsibility for the safety and welfare of students, including the need to ensure that students are under supervision at all times.
4. Faithfulness and promptness in attendance at work. Employees must follow all District procedures when unable to report to their assignment.
5. Diligence in submitting required reports promptly at the times specified.
6. Care and protection of school property.

Please note that while this policy sets forth the District's goals of promoting a positive and professional work environment, the policy is not designed or intended to limit the District's authority to discipline or take remedial action for workplace conduct which is deemed unacceptable.

## **File: EFD - MEAL CHARGE POLICY**

**New Bedford Public Schools provides free breakfast and lunch for all students. In the event that the New Bedford Public Schools begins to charge for meals, the following policy will be adhered to.**

The School Committee is committed to providing students with healthy, nutritious meals each day so they can focus on school work, while also maintaining the financial integrity of meal programs and minimizing any impact on students with meal charges. However, unpaid meal charges place a large financial burden on the school district, as food services is a self-supporting entity within the district. The purpose of this policy is to ensure compliance with federal reporting requirements of the USDA Child Nutrition Program, as well as provide oversight and accountability for the collection of outstanding student meal balances.

The provisions of this policy pertain to regular priced school meals only. The School Committee will provide a regular meal to students who forget or lose their lunch money.

### **Meal Charges and Balances**

Students will pay for meals at the regular rate approved by the School Committee and for their meal status (regular, reduced-price, or free) each day. Payment options will be delineated in student handbooks and provided to parents/guardians of incoming students. After the balance reaches zero and enters the negative, students will not be allowed to purchase a la carte items including but not limited to a second entrée, snack, ice cream, or an additional beverage. The student will still be allowed to take a meal, and that meal will continue to be charged to the account at the standard lunch rate based on their meal status. The parent/guardian is responsible for any meal charges incurred. If there is a financial hardship, a parent/guardian should contact food services directly to discuss payment options such as an individualized repayment plan.

### **Payments**

Parents/Guardians are responsible for all meal payments to the food service program. Notices of low or deficit balances will be sent directly to parent/guardians via email or regular postal mail at regular intervals during the school year. At no time shall any staff member give payment notices to students unless that student is known to be an emancipated minor who is fully responsible for themselves or over the age of 18. If parents/guardians have issues with student purchases they should contact food services for assistance.

Parents/Guardians may pay for meals in advance. Further details are available on the school district webpage and in student handbooks. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student, whether positive or negative, will be carried over to the next school year.

All school cafeterias possess computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each student and those records are available to parents/guardians by setting up an online account (see student handbooks for more details) or by speaking with the school's food service manager. The point of sale system is designed to prevent direct identification of a student's meal status. Parents/guardians will receive automated low-



## MINUTES

The minutes of a School Committee meeting constitute the written record of Committee actions; they are legal evidence of what the action was. Therefore, the secretary of the School Committee will be responsible for reporting in the minutes all actions taken by the Committee.

Minutes will include:

1. The date, time, place, the members present or absent, annotated as to arrival and departure times, if during the meeting, a summary of each subject, and a list of documents and exhibits used at the meeting,
2. A complete record of official actions taken by the Committee relative to the Superintendent's recommendations, to communications, and to all business transacted. Resolutions and motions will be given in their exact wording, accompanied by the names of members moving and seconding and a record of the results of the vote. Reports and documents relating to a formal motion may be omitted if they are referred to and identified by title and date.
3. Notation of formal adjournment.

Copies of the minutes will be sent to all Committee members at least 48 hours in advance of the meeting at which the minutes are to be approved. Minutes of all meetings shall be created and approved in a timely manner which is defined in regulation as within the next 3 meetings of the body or within 30 days, whichever is later.

The approved minutes will become permanent records of the Committee. Minutes of public meetings and minutes of executive sessions that have been declassified will be in the custody of the Superintendent who will make them available to interested citizens upon request.

SOURCE: MASC

LEGAL REFS.: M.G.L. 30A:22; 66:10; 940 CMR 29.00

CROSS REF.: KDB, Public's Right to Know; BEC, Executive Session

**NOTE: Specific comments and/or discussion should only be included in the minutes as a result of a vote of the Committee. The minutes are not a transcript of the meeting. Documents used during a School Committee meeting become part of the official record and must be maintained, based upon their content, in accordance with the Commonwealth's Municipal Public Records Retention Schedule.**

