

# Reading Public Schools

## School Committee Meeting Packet

**April 4, 2024**



Open Session 7:00p.m.

METCO Headquarters

Boston, MA



# Town of Reading Meeting Posting with Agenda

## Board - Committee - Commission - Council:

School Committee

Date: 2024-04-04

Time: 7:00 PM

Building:

Location:

Address:

Agenda:

Purpose: Open Session

Meeting Called By: Thomas Wise, Chair

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

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

## Topics of Discussion:

7:00 p.m.	A.	Call to Order
7:00 p.m.	B.	Public Comment  Focus on Excellence – Spotlight on Class of 2024 Boston Resident Students  Consent Agenda 1. Minutes (03-14-2024) 2. Parker Canobie Lake Park Field Trip Request 3. RMHS Senior Prom Field Trip Request  Accounts Payable Warrant Reports 1. 03-14-2024 2. 03-21-2024 3. 03-28-2024  Payroll Warrant Reports 1. 03-01-2024 2. 03-15-2024 3. 03-29-2024  Reports 1. Student 2. Director of Finance & Operations 3. Assistant Superintendent for Teaching & Learning 4. Superintendent 5. Liaison/Sub-Committee
7:30 p.m.	E.	New Business 1. Friends of Reading METCO Discussion 2. State of the Reading METCO Program

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



## Town of Reading Meeting Posting with Agenda

		3. Reading Children’s Cabinet Discussion: Gathering Feedback on Resources to Enable Success 4. RMHS High School Scheduling Pilot Update 5. Math Pathways Update 6. FY25 Kindergarten Enrollment Update 7. Approve Last Day of School for SY23-24 (A) 8. Appointments to JLMC’s (A)
9:00 p.m.	D.	Old Business 1. Strategic Fee Review & Votes a. Athletics b. Facilities Rental
	F.	Information / Correspondence 1. "RE: Grand piano 03/27/2024" – Allyson Congdon
9:15 p.m.		Adjourn

Join Zoom Meeting

<https://readingpsma.zoom.us/j/81650539075>

Meeting ID: 816 5053 9075

Find your local number: <https://readingpsma.zoom.us/u/kevtzj5din>

# Reading Public Schools

## School Committee Meeting Packet

**April 4, 2024**



## Consent Agenda



# Town of Reading Meeting Minutes

## Board - Committee - Commission - Council:

### School Committee

Date: 2024-03-14

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Session: Open Session

Purpose: Open Session

Version: Draft

#### Attendees: **Members - Present:**

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

#### **Members - Not Present:**

#### **Others Present:**

Assistant Superintendent of Learning & Teaching Dr. Sarah Hardy, Director of Finance and Operations Dr. Derek Pinto and Superintendent Dr. Thomas Milaschewski

**Minutes Respectfully Submitted By:** Olivia Lejeune on behalf of the chairperson.

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### Topics of Discussion:

**A. Call to Order** – Mr. Wise called the meeting to order at 7:00 p.m. to review the agenda.

### **E. New Business**

#### **1. Vote to Approve 07-01-2024 through 06-30-2027 Reading Paraeducators Association Contract**

Mr. Wise briefly reviewed the changes made to the contract. One of the key changes was a significant adjustment to the salary scale. The adjustment will happen over the course of three years with the biggest step in the first year. The schedule has also been simplified to have three lanes. Other changes to the contract include: the addition of Juneteenth as a holiday, appropriate pay the day before Thanksgiving instead of having to rework the hours, adjustment of key terms, and as a result of the contract, we will add a few Joint Labor Management Committees. The restructuring of the pay scale has allowed for stipends to be put in place for safety care de-escalation.

***Mrs. Gaffen motioned to approve the 07-01-2024 through 06-30-2027 Reading Paraeducators Association Contract, seconded by Mr. Robinson.***

Roll Call Vote – Mr. Robinson – yes, Mrs. Nazzaro – yes, Mr. Brandt – yes, Mrs. Gaffen – yes, Ms. McLaughlin – yes, Mr. Kraunelis (Town Manager) – yes, Mr. Wise – yes. The vote passed 7-0.

## **2. Discussion on Potentially Co-Sponsoring the Right to Read Film Viewing with the SEPAC in May 2024**

SEPAC applied for and received a grant from the Reading Cultural Council to arrange a showing of a documentary film called *The Right to Read*. This documentary is focused on dyslexia, but also the overall need for the student population to be able to read. SEPAC is looking for assistance in co-sponsoring and promoting the event. They are targeting a September or October showing and looking at the potential for bringing in experts in the field to speak as well. The committee discussed the position of co-sponsoring events and setting a precedent of picking and choosing what to sponsor. This showing is meant to help get the conversation started in the community.

***Mrs. Gaffen motioned for the School Committee to co-sponsor The Right to Read film viewing as an event,*** seconded by Mrs. Nazzaro. The vote passed 6-0.

## **B. Public Comment**

### **Public Comment – None**

### **Focus on Excellence**

1. Coolidge and Parker Math Teams – Dr. Milaschewski introduced the Coolidge and Parker math teams who were recognized on Pi Day for their accomplishments so far this year. Both teams have a high level of participation and have shown excellence in their performance. Principal Marchant, Principal Rubino, Ms. Jennifer Kane, Ms. Caitlin Carter and the Coolidge and Parker math team students introduced themselves and shared some of their success this season. The students shared some challenging math problems with the committee to solve.

### **Consent Agenda**

1. Minutes (02-29-2024)
2. Robotics Competition Field Trip Request
3. Nature's Classroom Field Trip Request
4. Varsity Boys Basketball Donation
5. Acceptance of Jae S. Lim Foundation Award
6. Acceptance of FY24 Evaluate and Select High-Quality Instructional Materials (HQIM) Network Support Grant Award

### **Accounts Payable Warrant Reports**

1. 02-29-2024
2. 03-07-2024

***Mrs. Gaffen motioned to approve the consent agenda,*** seconded by Mr. Brandt. The vote passed 6-0.

### **Reports**

1. Student – Graham Goodwin provided the following updates:

- a. The Annual College Fair had over a hundred colleges in attendance and was a great opportunity for juniors and seniors to meet colleges in the area. Thank you to the food services department for catering the event.
  - b. The Science Team came in eighth place out of 60 teams in the Massachusetts Science Olympiad Tournament.
  - c. The drama club participated in the METG Drama Festival making it to the semifinals.
  - d. Some upcoming events include spring athletics and the Robotics team competition.
  - e. March 21<sup>st</sup> is National Down Syndrome Day and the Best Buddies Program is raising awareness by holding a fundraiser at Fuddruckers in which all proceeds go back to Best Buddies.
  - f. Juniors are looking forward to prom on March 28<sup>th</sup> at Andover Country Club.
  - g. Finally, over 180 seniors applied for internships which start on April 1<sup>st</sup>.
2. Director of Finance and Operations – Dr. Pinto thanked Jeff’s Granola for their donation to the Reading Food Pantry. As a customer of Jeff’s Granola, they annually donate 100% of profits to charities selected by the customer. Dr. Pinto has held sixteen budget meetings with various cost centers to review and coordinate dollars left to spend and also share closing procedures. Finally, Dr. Pinto recently attended the MASBO Law Institute.
  3. Assistant Superintendent for Learning & Teaching – Dr. Hardy highlighted a community partnership with Shan Soe-Lin from Yale in collaboration with Chief Clark and the Reading Police Department. With this partnership, we have the opportunity for a grant which would focus on crisis management. Another great partnership has been with the Children’s Cabinet who are working to strengthen relationships within the community. The Children’s Cabinet is co-chaired by Ms. Barbara Best and Ms. Theresa Wiggins. Ms. Best is currently leading a subgroup focused on relational aggression.
  4. Superintendent – Dr. Milaschewski thanked Ms. Kadi Buckley, Ms. Meaghan Rondeau, and Ms. Callanan for their coordination around senior internships. Last year, 80 students were placed last year which has increased to 150 confirmed internships this year. In total, \$175,000 is paid to our students, some of which businesses pay directly to students from their own budgets.
  5. Liaison/Sub-Committee
    - a. Mr. Robinson – No report
    - b. Mrs. Nazzaro – The traffic study is complete for the Killam School Building Project. The next community meeting is on Monday and will focus on this topic.
    - c. Mr. Brandt – The Finance Committee voted on the warrant articles. The first night of business will be Thursday evening and Monday night will be more so procedural as the first day falls on Passover. The first day of town meeting is fixed in the charter as the fourth Monday which is why it fell on Passover this year.
    - d. Mrs. Gaffen – No report
    - e. Ms. McLaughlin – No report
    - f. Mr. Wise – Mr. Wise echoed Dr. Hardy’s appreciation for the Children’s Cabinet. The group has created a form to share with principals and counselors to gather anonymous information from students and families on the needs they may have

from clothing to food to housing. This is a short-term action plan to help assess barriers blocking access to education. There will be a Children's Cabinet discussion at the next meeting to focus on the needs of our Boston resident students.

***Mrs. Gaffen motioned to take item E4 out of order,*** seconded by Mr. Brandt. The vote passed 6-0.

## **E. New Business**

### **4. Fees Structure**

Dr. Pinto reminded the committee we are in the process of evaluating all tuition and fees across the board. Some considerations in evaluating these fees include programmatic needs, rising operational expenses and salaries, and current market rates and rates that were provided by neighboring districts. We are recommending adjustments to driver's education and student transportation fees.

Director of Community Education, Mr. Chris Nelson, provided context on the adjustment to the Driver's Education fees. Driver's Education has not had an increase since 2012. Fees have been reviewed and cost compared to neighboring programs. We are proposing an increase of just slightly over 5%. This increase will allow us to maintain the program, provide maintenance needed on the Driver's Education vehicle, and potentially hire an additional staff member.

The committee discussed the purchase of a new vehicle and where the funds come from for that as well as the ability to have a green vehicle. The Driver's Education Program does not impact the operating budget as it is a level of service.

***Mrs. Gaffen motioned to approve the driver's education fee increase,*** seconded by Mr. Brandt. The vote passed 6-0.

Dr. Pinto discussed transportation fees which have not been reviewed since 2016. Transportation is available to students attending Killam, Parker, Coolidge and the high school for a fee based on space availability. We are proposing a nominal increase of 4-6%. We will reevaluate the transportation fees again next year to cover the cost of transportation as a new contract was just signed which includes year-over-year escalators.

***Mrs. Gaffen motioned to approve the fee increase for transportation for fiscal year 2025,*** seconded by Mr. Brandt. The vote passed 6-0.

### **3. Student Opportunity Act Plan Review, Discussion, and Vote**

Dr. Hardy presented the Student Opportunity Act Plan which has to formally be approved by the committee before it can be submitted to DESE. For background, Dr. Hardy provided an overview of the act, the fiscal changes made in Chapter 70 Funding from SOA, the plan requirements, and how it relates to our district strategic plan. Highlights from the SOA plan were shared as well as the targets for 3-year improvements which are set by DESE.



***Mrs. Gaffen motioned to approve the 2024-2027 Student Opportunity Act Plan***, seconded by Mr. Robinson. The vote passed 6-0.

***Mr. Wise motioned to adjourn***, seconded by Mr. Robinson. The vote passed 6-0.

<https://www.youtube.com/watch?v=up5zewHQ92Q>

**Meeting Adjourned from regular session at approximately 8:35pm.**

# Reading Public Schools

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



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

TO: Reading School Committee  
FROM: Olivia Lejeune, Executive Assistant to the Superintendent  
DATE: April 2, 2024  
RE: Vote to Approve Canobie Lake Park Field Trip Request

Please vote to approve an out of state field trip request to the Canobie Lake Park on June 7<sup>th</sup> for the Parker 7<sup>th</sup> and 8<sup>th</sup> Grade Choruses and Bands. The departure time is at 3:00 PM and the return time is 8:30 PM.

Please find attached the field trip approval form.

Thank you.

# Reading Public Schools



## Field Trip Approval Form

Trip Coordinator:	Norton/DiMuzio
School:	Parker
Grade(s) Attending:	7th and 8th Grade Choruses and Bands
Destination:	Canobie Lake Park
Type of Trip: (Put all that applies) <i>Local, Day trip, Overnight, In State, out of State or International</i>	After School trip 3:00-8:30 Out of State - Salem NH
Educational Purpose of Trip:	End of Year Celebration of Musical Success <i>Team Building</i>
Date(s) of Trip:	June 7, 2024
Time of Departure:	3:00 P.M.
Time of Return:	8:30 P.M.
Cost of Trip:	Estimated \$29 entry fee - estimated \$18-20 for bus depending on how many definitely attend
Will there be fundraising? If yes, please attach a fundraising plan.	No
No. of students attending:	Estimated - 100-120
No. of teachers attending:	2
No. of other adults attending:	1 adult per 10 students
No. of Nurses attending:	0
If a nurse is attending, is the nurse licensed to practice in the state/country of the field trip?	N/A
Have all adults had the necessary CORI and/or SAFIS Criminal Background Checks? If not, describe the plan to ensure this is completed prior to the field trip?	Parents will be told they must have an updated cori in order to participate
Transportation Required (put all that applies) <i>Bus, Train, Boat, Plane, Private Car, Other</i>	Bus
Name of Company(ies) providing Transportation:	North Suburban
Name of Educational Travel Organization conducting the trip (*Please attach the 3 quotes for the Travel Organizations considered if the cost of the trip exceeds \$10,000):	N/A
Food will be provided by (if applicable):	Students will bring their own food, or purchase food at the park.

Will there be students participating in the trips who have food allergies? If so, I have verified that the food vendor(s) will be able to accommodate all of our students with food allergies or have otherwise made arrangements to ensure that students with food allergies have safe food options.	Yes. Students will be reminded to bring their own food, or check with the vendors ahead of time.
If swimming is involved, the school has determined that a lifeguard will be on duty at all times when students are in the water.	Canobie has staff throughout the park.
Please describe the educational alternative for those students who will not be attending the trip.	The trip is optional, and outside of the school day.
Please describe the accommodations/ transportation plan to assure student(s) with disabilities or individuals needing accommodations attending the trip to have equal access to the experience?	All 7th and 8th grade band and chorus students are allowed to attend and accommodations will be made as necessary.
Please describe the medical needs of the students attending the trip and the plan to assure students with medical needs have equal access to the experience?	We will be contacting the school nurse ahead of time to discuss medical needs and making the appropriate accommodations.
Do any students require the administration of prescription medication during the trip? If so, what is the plan for the administration of prescription medication (see 105 CMR 210.00)?	We will be contacting the school nurse ahead of time to discuss medical needs. <i>This trip is out of state, medications are not able to be delegated.</i>
If you are in a location that does not have cell service, what is the plan for contacting emergency services?	Cell service is available.
Please describe the process that will be used to determine student eligibility for the trip.	If students have fulfilled their obligations in band/chorus they are eligible to attend.

**Checklist for Day trips**

Please attach the following to this document:

	a. A detailed itinerary of the trip
	b. A copy of any contract associated with the field trip
	c. A list of all adults who will be chaperoning the field trip
	d. Fundraising plan (if applicable)

***Fill out this section if the Field Trip is an overnight trip.***

Is the bus driver getting sufficient rest in accordance with federal regulations and common sense?	N/A
Departure Information (location and carrier):	N/A
Return Trip Information (location and carrier):	N/A
Lodging will be provided by (if applicable): *Please include if the Educational Travel Company is requiring security on each floor of the lodging*	N/A
Address and Phone No. of Lodging (if applicable):	N/A
Has the school determined that the facility has adequate insurance consistent with the level of risk involved (e.g. sedentary trip as opposed to outdoor, physically active trip)?	N/A

**Checklist for Overnight trips**

Please attach the following to this document:

N/A	a. A detailed itinerary of the trip
N/A	b. Signed state ethics financial disclosure forms from all staff whose field trip cost

	will be covered. This is for any field trip where the cost per person is over \$50. Before planning the trip staff should complete the <u>DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST AND DETERMINATION BY APPOINTING AUTHORITY AS REQUIRED BY G. L. c.268A, § 19</u>
N/A	c. A copy of any contract associated with the field trip.
N/A	d. A list of all adults who will be chaperoning the field trip.
N/A	e. Fundraising plan (if applicable)
N/A	f. Quotes from three travel organizations (applicable for trips costing more than \$10,000)


**The Following Section is for Out of Country Field Trips Only**

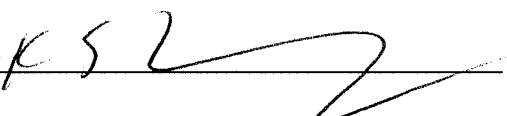
Are there any current travel warnings or advisories issued by the State Department? Please go to <a href="http://www.cdc.gov">www.cdc.gov</a> or <a href="http://www.travel.state.gov">www.travel.state.gov</a> . If YES, please explain:	N/A
Does each student and staff member have the appropriate documentation necessary for travel to the country/countries being visited and for return to the United States?	N/A
<b>Note:</b> <i>Copies of all students' passports shall be maintained by the Trip Coordinator.</i> <i>At least one staff member accompanying the students must have a phone number with an international service.</i> Name of Staff member and Telephone Number:	N/A

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**To be completed by Reading Public School Administration:**

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

APPROVED  DATE 2/16/24  
Principal (For All Field Trips)

APPROVED  DATE 3/1/24

School Nurse (For All Field Trips)

APPROVED [Signature]  
Assistant Superintendent of Schools for Student Services

DATE 3/12/14

APPROVED [Signature]  
Assistant Superintendent of Schools for Teaching & Learning

DATE 3-12-24

APPROVED Heidi Ann RN  
Director of Health Services

DATE 3/4/24

APPROVED [Signature]  
Superintendent of Schools (For All Extended, Overnight, Out of State, & International Field Trips)

DATE 4/2/24



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

DATE \_\_\_\_\_

# Reading Public Schools

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



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

TO: Reading School Committee  
FROM: Olivia Lejeune, Executive Assistant to the Superintendent  
DATE: April 2, 2024  
RE: Vote to Approve Senior Prom Field Trip Request

Please vote to approve an out of state field trip request to the Atkinson Country Club on May 28<sup>th</sup> for the Senior Prom. The departure time is at approximately 6:00 PM and the return time is approximately 10:40 PM.

Please find attached the field trip approval form.

Thank you.





## Field Trip Approval Form

Trip Coordinator:	Caroline Allison and Alexandra Sliwoski
School:	RMHS
Grade(s) Attending:	Senior Prom: Seniors + Invited Guests
Destination:	Atkinson Country Club
Type of Trip: (Put all that applies) <i>Local, Day trip, Overnight, In State, out of State or International</i>	Senior Prom
Educational Purpose of Trip:	End of student career at Reading Public Schools celebrations; part of Senior Year Events
Date(s) of Trip:	May 28th
Time of Departure:	Approximately 6:00 pm
Time of Return:	Approximately 10:40 pm
Cost of Trip:	\$75 per ticket
Will there be fundraising? If yes, please attach a fundraising plan.	No
No. of students attending:	Approximately 300
No. of teachers attending:	Approximately 20-25
No. of other adults attending:	Admin + school resource officers (approximately 6)
No. of Nurses attending:	0
If a nurse is attending, is the nurse licensed to practice in the state/country of the field trip?	N/A
Have all adults had the necessary CORI and/or SAFIS Criminal Background Checks? If not, describe the plan to ensure this is completed prior to the field trip?	Yes. All chaperones are RPS employees
Transportation Required (put all that applies) <i>Bus, Train, Boat, Plane, Private Car, Other</i>	Yes
Name of Company(ies) providing Transportation:	Joseph's Transportation
Name of Educational Travel Organization conducting the trip (*Please attach the 3 quotes for the Travel Organizations considered if the cost of the trip exceeds \$10,000):	n/a
Food will be provided by (if applicable):	Yes

Will there be students participating in the trips who have food allergies? If so, I have verified that the food vendor(s) will be able to accommodate all of our students with food allergies or have otherwise made arrangements to ensure that students with food allergies have safe food options.	Yes.
If swimming is involved, the school has determined that a lifeguard will be on duty at all times when students are in the water.	n/a
Please describe the educational alternative for those students who will not be attending the trip.	n/a
Please describe the accommodations/ transportation plan to assure student(s) with disabilities or individuals needing accommodations attending the trip to have equal access to the experience?	School district bus will be provided for students with disabilities and special education staff will be attending to ensure accommodations are followed.
Please describe the medical needs of the students attending the trip and the plan to assure students with medical needs have equal access to the experience?	Students will be able to plan accordingly with advisors and administration for any special medical needs.
Do any students require the administration of prescription medication during the trip? If so, what is the plan for the administration of prescription medication (see 105 CMR 210.00)?	No
If you are in a location that does not have cell service, what is the plan for contacting emergency services?	No
Please describe the process that will be used to determine student eligibility for the trip.	All RMHS Senior class members can automatically attend as well as other RMHS students who are invited by members of the Senior class. Outside guests will be required to complete a form and register with the Main Office.

### Checklist for Day trips

Please attach the following to this document:

✓	a. A detailed itinerary of the trip
✓	b. A copy of any contract associated with the field trip
See below	c. A list of all adults who will be chaperoning the field trip*
N/A	d. Fundraising plan (if applicable)

\*a list of adults chaperoning the prom will be provided to the principal at least two weeks prior to the event. All chaperones will be RPS employees (or Reading Police employees) and will have active CORI checks.

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**To be completed by Reading Public School Administration:**

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

APPROVED [Signature]  
Principal (For All Field Trips)

DATE 3/15/24

APPROVED May M. Ombiana W  
School Nurse (For All Field Trips)

DATE 3/17/24

APPROVED [Signature]  
Assistant Superintendent of Schools for Student Services

DATE 3/22/24

APPROVED [Signature]  
Assistant Superintendent of Schools for Teaching & Learning

DATE 3-22-24

APPROVED May M. Ombiana W  
Director of Health Services

DATE 3/17/24

APPROVED [Signature]  
Superintendent of Schools (For All Extended, Overnight, Out of State, & International Field Trips)

DATE 4/2/24

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

DATE \_\_\_\_\_

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## Senior Prom 2024 Itinerary

- Promenade (optional) begins at RMHS at 5:00 pm.
  
- Students must arrive at RMHS by 6:00 pm and take the bus to the venue.
  
- Prom is at Atkinson Resort and Country Club from 7:00 to 10:00 pm.
  - Dinner
  - Dancing
  - Photo Booth
  
- Buses depart from Atkinson Country Club at 10:00 pm.
  
- Students will arrive back at RMHS at approximately 10:45.

# Reading Public Schools

## School Committee Meeting Packet

April 4, 2024



New Business

# Reading Public Schools

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



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

TO: Reading School Committee  
FROM: Olivia Lejeune, Executive Assistant to the Superintendent  
DATE: April 1, 2024  
RE: Friends of Reading METCO Discussion

Please find below a memo from Ms. Ilka Walkley and Ms. LaVonda Epps, Co-Chairs of the Friends of Reading METCO, in preparation for the April 4<sup>th</sup> School Committee meeting:

*Thank you for the opportunity to join the School Committee meeting on 4/4. As discussed, we would like to have a 20-minute conversation with the School Committee members around the following questions:*

*Thinking about our Reading METCO program overall:*

- 1. What are you proud of?*
- 2. What are your hopes for the program in future?*
- 3. What do you see as your role in making these hopes a reality?*

*I will open up the conversation after your introduction and keep an eye on time. LaVonda will pose the questions to the School Committee and we will invite input from any community members present.*

*We want to keep the conversation about the program overall, and if any individual issues come up we will refer them to you (Tom) and Kurtis to respond outside of the meeting.*

*Thanks again for this opportunity,*

*Ilka Walkley  
LaVonda Epps  
Co-Chairs Friends of Reading METCO*

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

TO: Reading School Committee  
FROM: Olivia Lejeune, Executive Assistant to the Superintendent  
DATE: April 2, 2024  
RE: State of the Reading METCO Program

During the April 4<sup>th</sup> School Committee meeting, METCO Director, Mr. Kurtis Martin, will provide an update on the state of the Reading METCO program. Please find a copy of the presentation in the packet.



# Reading METCO

2023-2024





# Senior Shoutout

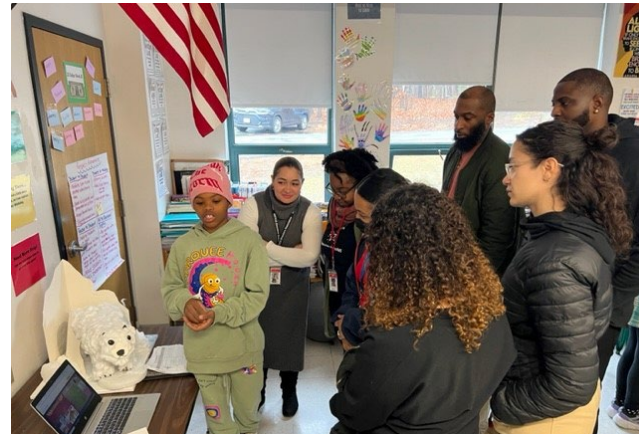
- Jamir Celestin
  - Zidane Lopes-Oliveira
  - Nahkeem Singleton
  - Semaje Peete
  - Juliana Martin
  - Jeremiah Louis
  - Revaun Ryland
  - D'monye Daughtry
- 

# METCO Coordinator Role

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- Meeting with Boston resident students regularly to support academic, social and emotional needs. (Small groups, individually)
- Build connection and relationships with and between Boston & Reading resident students.
- Build connections and relationships with and between Boston and Reading resident families.
- Act as a member of the school leadership team; model culturally responsive leadership competencies.
- Assisting principal and teachers with proactive & responsive communication with Boston resident families regarding their student's experience in school, including academic, social and emotional progress.





# METCO Coordinator Support

- **METCO Team Meeting** – Meet Bi-Weekly with Director to design METCO programming across schools & role alike processing.
- **Monthly METCO Rotating Site Visits** – 1 school is selected each month and all METCO coordinators and Director attend selected school where selected school principal and METCO coordinator share best practices.
- **METCO Triad Meeting** – METCO Director meets with each individual school principal and METCO coordinator to reflect on student progress and district wide METCO goals.
- **Monthly Meeting between METCO Director and Principals** - Meet to discuss METCO goals, initiatives, and support needed by level



# METCO Coordinator Impact

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- “If I have any problems I can go directly to him. It gives me a space where I can speak freely. He connects well with students. Having someone that looks like me that I can go to who understands things, can relate and I can trust helps academically and emotionally. I didn't have an adult in the building I could go to when Mr. Luc wasn't here.” Andrea Hall 10th grade. Started in Kindergarten.
- “He's on point. He really helped Nahkeem out a lot. He helped with academic, health, life, and bringing him home sometimes after practice or games. Mr. Luc is a great example of what black men can do and the impact they have on black children in school. Nahkeem really looks up to him. Nahkeem can talk to him about anything, and he always keeps it real with Nahkeem.” Kami Singleton, Nahkeem mom



# Found Family

- ***“Found Family” is “a group of people who unite in a family bond based on shared experiences, mutual understanding, and interpersonal connection. Found Family is not biological but found when placed in a new place.”***

- Coordinators have confirmed that every Boston resident has at least 2 Reading resident friends
- Franklin Park Zoo Boston Lights
- Black Nativity play
- Kite Festival?



# 2023-2024 Cultural Events

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- Hispanic Heritage Month – Lunch
- Black History Month Lunch
- Barrows Black History month door decorations
- Wood End – PA based Illstyle and Peace Production. Taught students dance and history of hip hop.
- Kwanza play at Roxbury Community College



# 2023-2024 Cultural Professional Development

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- MDA Conference – Largest turnout for any METCO District.
- Wood End – Dr. Carlos Hoyt did PD on Diversity without Divisiveness
- Kathy Lopes “Culturally Responsive Communities – Birch Meadow
- Boston Public Schools Site Visit
  - See strong, culturally responsive instruction
  - Learn about ways BPS school and classrooms affirm student identity leading to sense of belonging.
  - Notice school culture
  - Observe classroom management techniques, such as restorative practices.
  - Observe how teachers and paras work together.
  - Learn how teachers interact with parents/guardians to support student learning.





## Model District

- Provided remarks at METCO HQ Leadership Retreat at Gillette Stadium around best practice.
- Hosted visits to share best practices with Marblehead, Swampscott, Melrose Weston, Wayland, DESE, and METCO Board Director President & Vice President.





# 2024-2025 Enrollment

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- 16 new students' targeting grades 1st-10<sup>th</sup>.
- Students and parents will visit school
- Student will spend time in new potential school.



# 2025 HBCU Tour

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- Atlanta – FR & SO
- DC – JR & SR
- Fundraising
- 2023 HBCU Student Staff reflection:  
<https://drive.google.com/file/d/1RoPL-ZQa19RGEbbhHDLixBYyBGQ4kEze/view?usp=sharing>



# Level Funded

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North Shore  
Advocacy Day

May 17, 2024

Location TBD



# Reading Public Schools

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

TO: Reading School Committee  
FROM: Thomas Milaschewski, Superintendent  
DATE: April 2, 2024  
RE: RMHS High School Scheduling Pilot Update

During the April 4<sup>th</sup> School Committee meeting, Ms. Jessica Callanan will provide a 10-minute overview of the high school pilot schedule. The overview will include the goals of the pilot schedule, feedback received from school stakeholders, and potential next steps.



# **RMHS**

# **Pilot Survey Results & Analysis**

March 2024

# Survey Respondents:



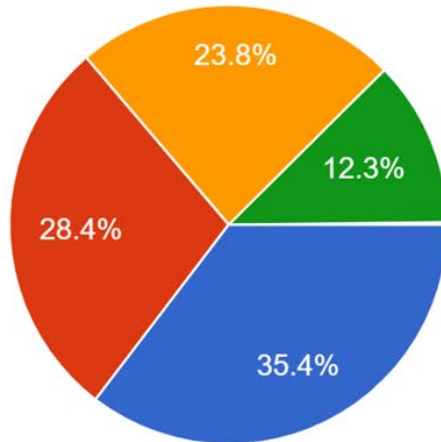
- Staff - 102
- Students - 571
- Parent / Caregiver - 68

# Student Respondents by Grade:



What is your grade level?

571 responses

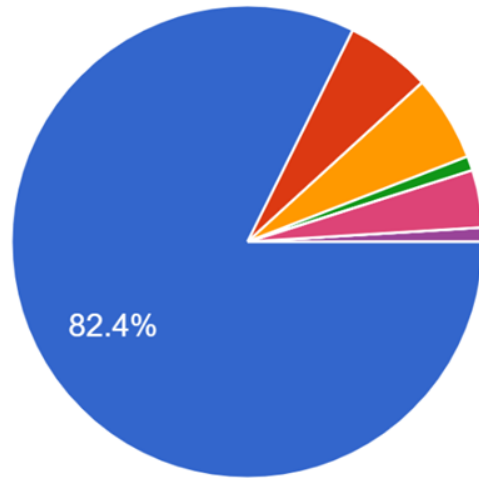


- Grade 9
- Grade 10
- Grade 11
- Grade 12
- Other

# Staff Respondents by Job Description:

What is the best description of your role at RMHS?

102 responses



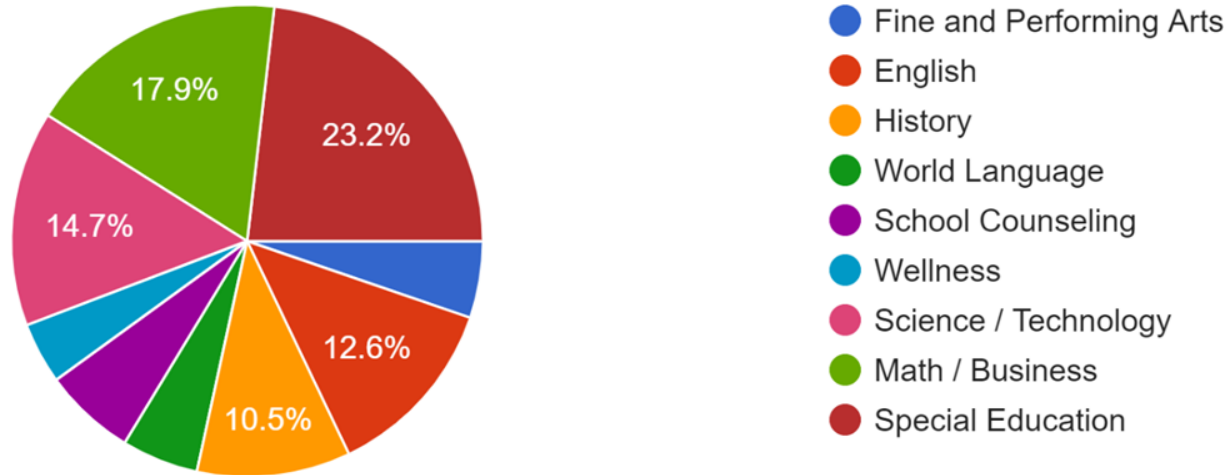
- Teacher / Library Media Specialist
- School Counselor
- Special Education Support Staff: Soci...
- Nurse
- Administrator
- Administrative Assistant
- Para Educator
- Facilities / Custodial Staff



# Staff Respondents by Department:

What is your academic department, if you are assigned to one?

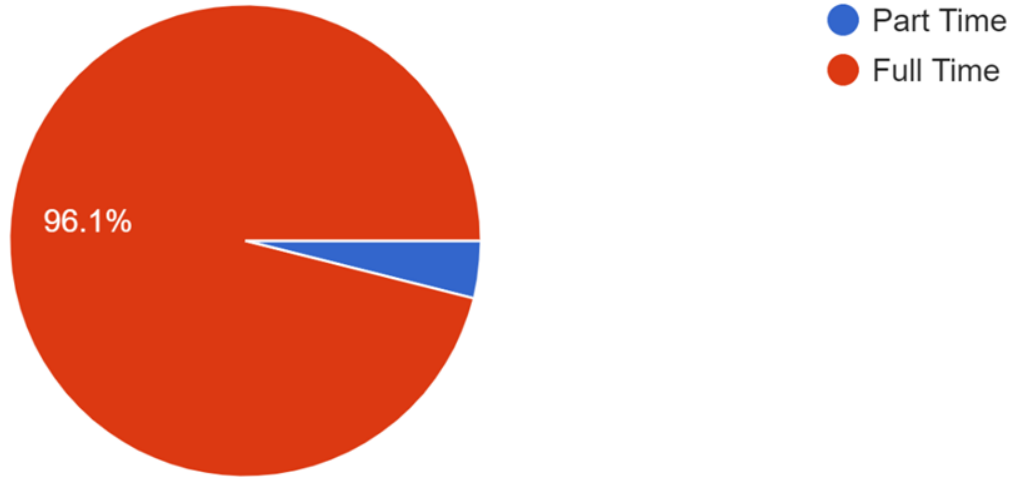
95 responses



# Staff Respondents:

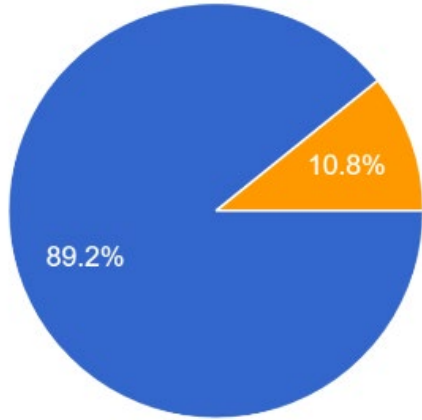
Are you part time or full time staff?

102 responses



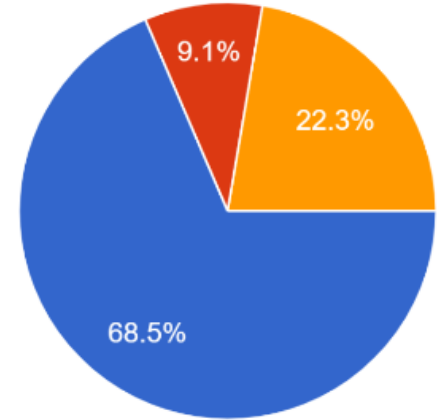
# In the pilot schedule:

102 responses



Staff

569 responses



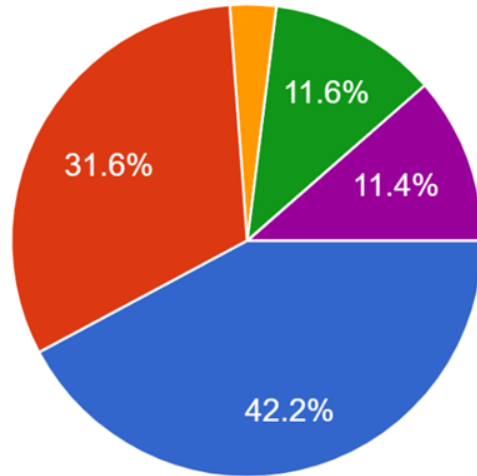
Students

- I liked that all classes started and ended at the same time on Days 1 - 5
- I did not like that all classes started and ended at the same time on Days 1-5
- I don't have a strong opinion

# Student Responses:

Once I figured it out, I:

569 responses



- Liked the schedule (Days 1-5 only)
- Liked the whole schedule
- Did not like the schedule (Days 1-5 only)
- Did not like the whole schedule
- Have no strong opinion

**Students responded.....73.8% liked all or portions of the schedule.**

# Parent & Caregiver Responses:

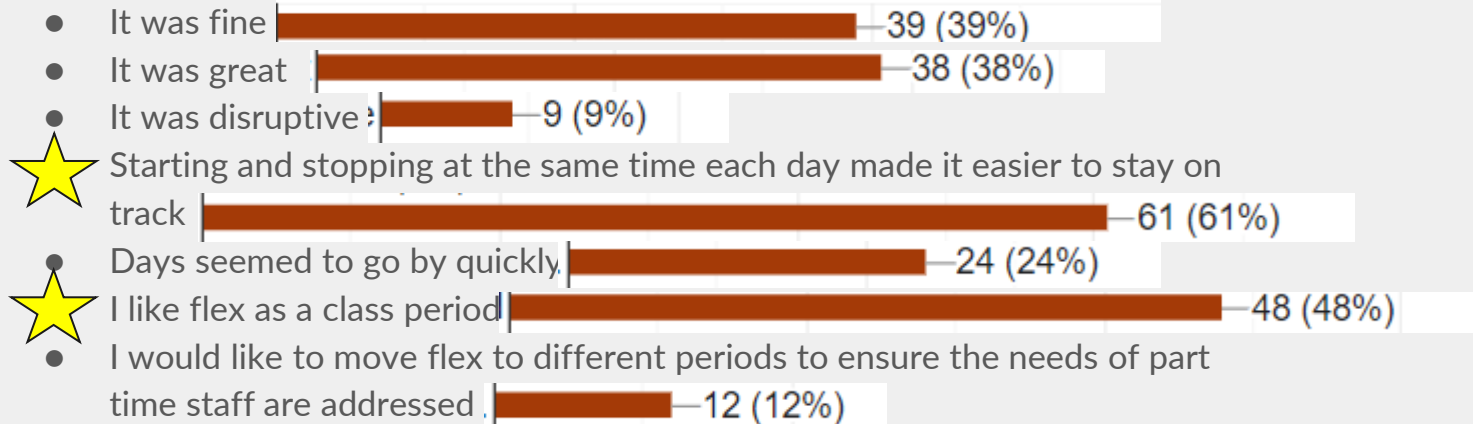
My student(s):

68 responses



Parents / Caregivers responded.....62% reported their students were positive or liked the pilot schedule.

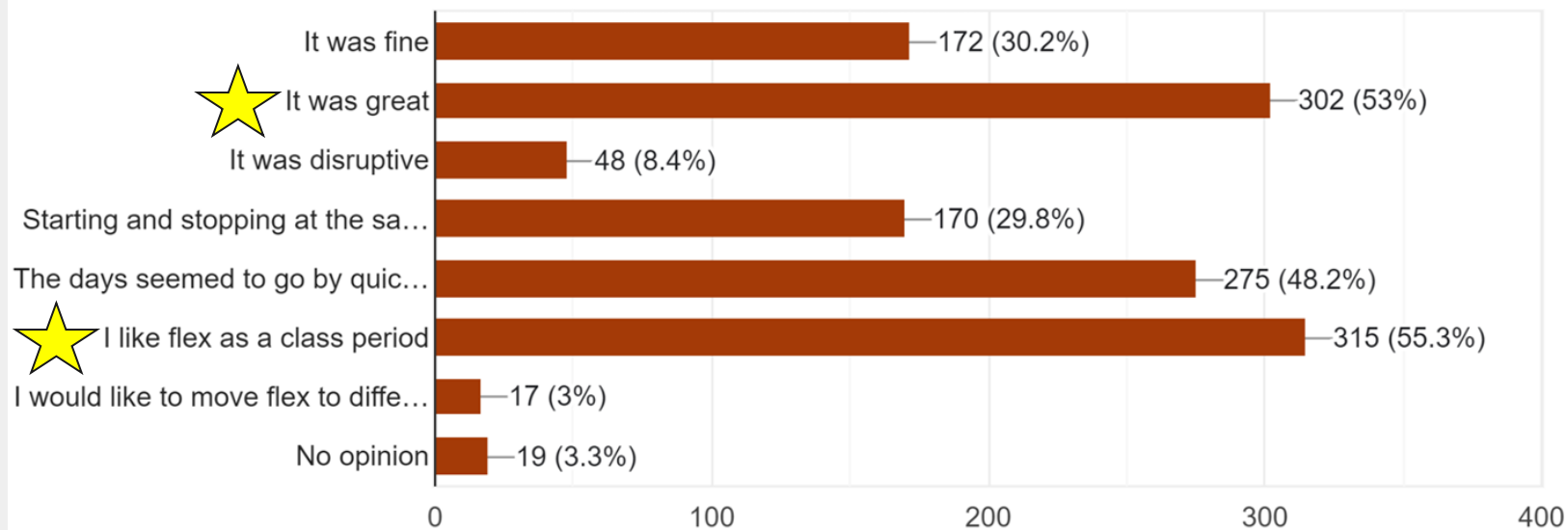
## Sentiment: Drop 1 or 2 Periods (Staff):



# Sentiment: Drop 1 or 2 Periods (Student):

In Days 1-5 what is the sentiment about dropping 1 period some days and 2 periods another day (select all that apply):

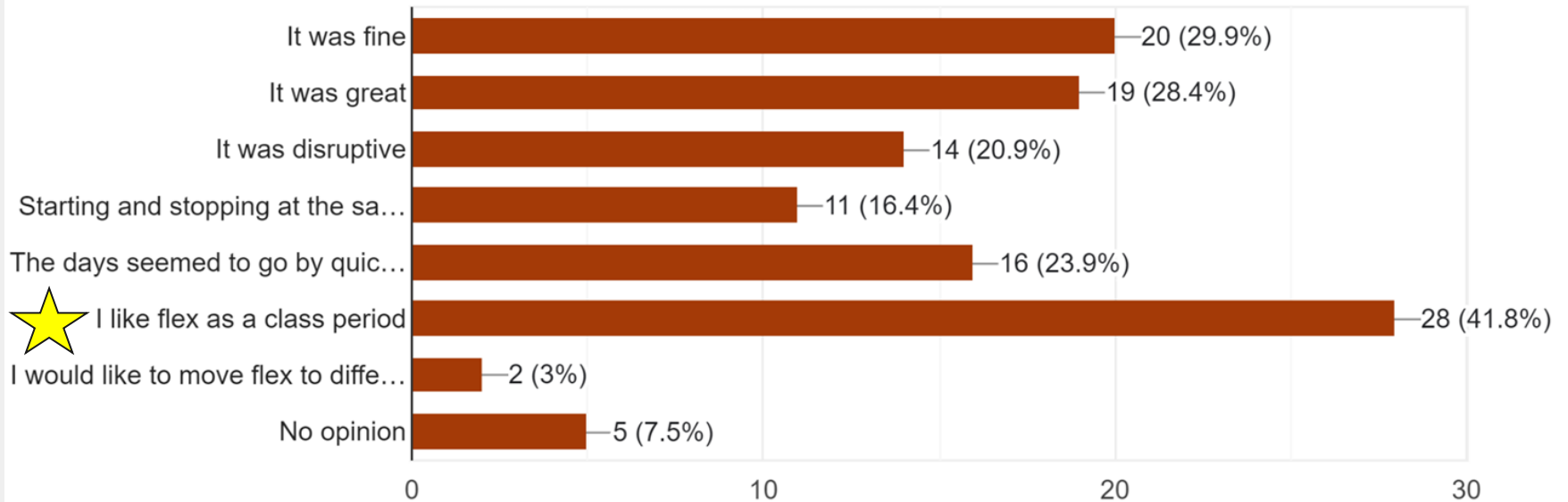
570 responses



# Sentiment: Drop 1 or 2 Periods (Parent / Caregiver):

In Days 1-5, what was your student(s) sentiment about dropping 1 period some days and 2 periods another day (select all that apply):

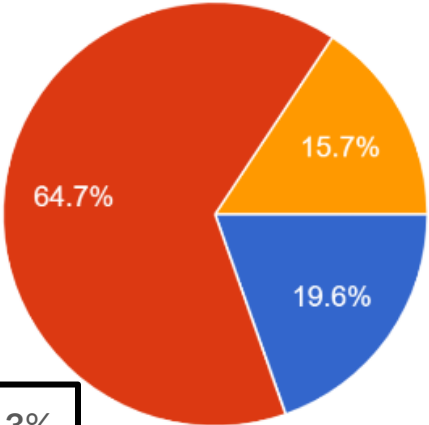
67 responses





# Do you want to adopt the pilot schedule?

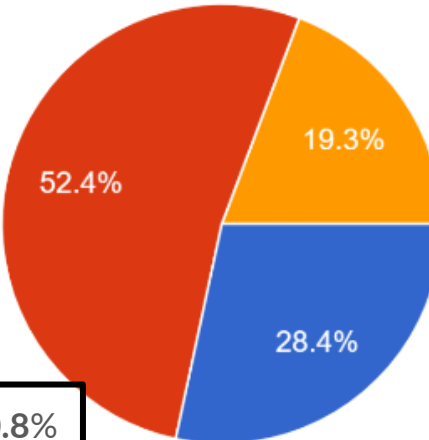
102 responses



Staff

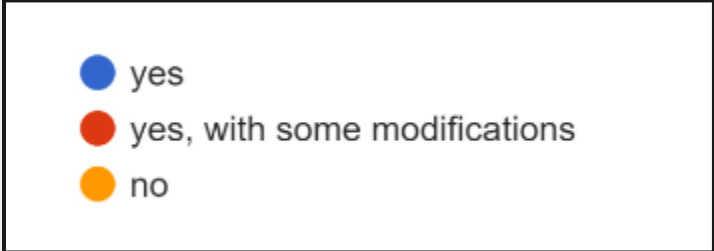
**Yes - 84.3%**

571 responses



Student

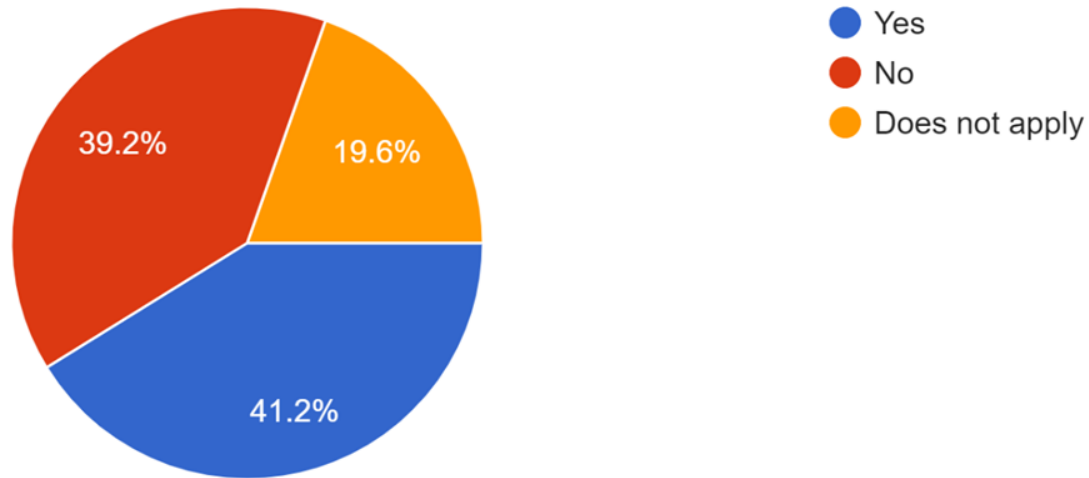
**Yes - 80.8%**



# Block Schedule Feedback:

The block (red/black/pink/gray) schedule allowed me to try new and different instructional techniques:

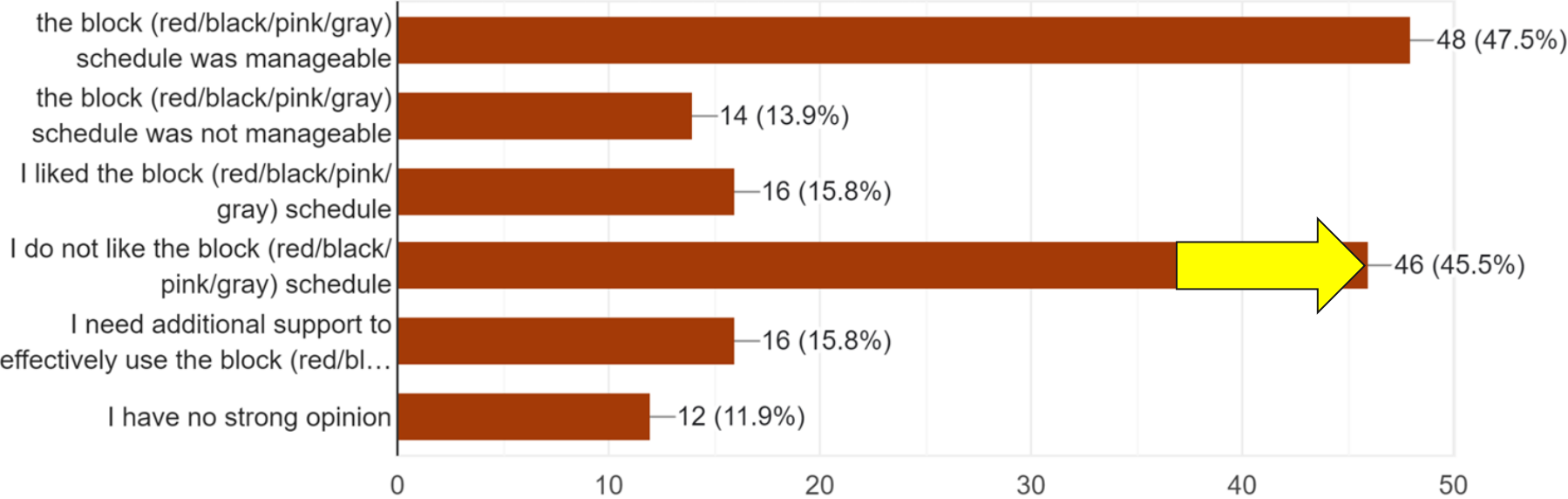
102 responses



# Block Schedule Feedback (Staff):

In the pilot schedule (select all the apply):

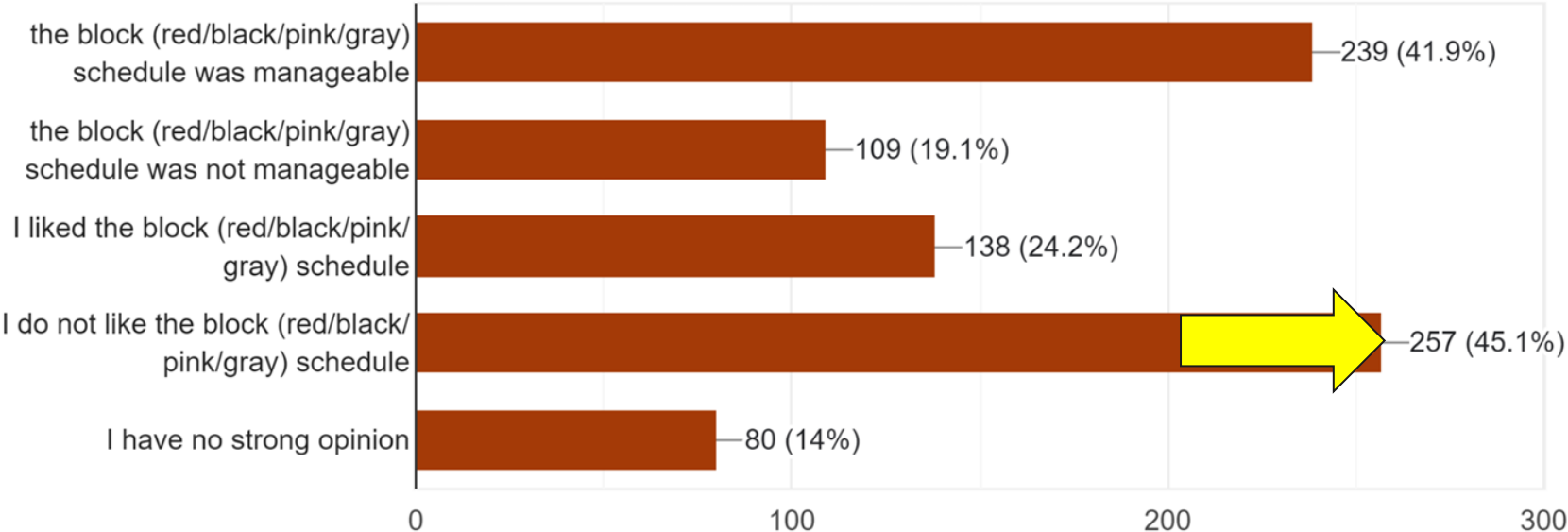
101 responses



# Block Schedule Feedback (Students):

In the pilot schedule (select all the apply):

570 responses


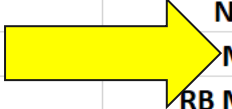


# Main Priorities of Scheduling Committee (Est. 2021-Present)



- Increased Time on Learning
- Equity for Students and Departments
- Increased Opportunity for Student Engagement
- Additional Common Planning Time

## Time On Learning Totals

mins	Reg Day	Exam Day	G Exam Day	0 Day	00 Day	ER (2 Hr)	ER (90 min)	Red Day	Black Day
3:05 end	348	240	120	345	140	228	258	353	265
<u># of days</u>	<u>Reg Day</u>	<u>Exam Day</u>	<u>G Exam Day</u>	<u>0 Day</u>	<u>00 Day</u>	<u>ER</u>	<u>Red Day</u>	<u>Black Day</u>	<u>TOL</u>
 MYEs, 2 Hr ER	164	6	2	1	1	6	0	0	1010.1
RB MYEs, 2 Hr ER	164	3	1	1	1	6	2	2	1016.7
No MYEs, 2 Hr ER	168	3	1	1	1	6	0	0	1019.3
 MYEs, 90 Min ER	164	6	2	1	1	6	0	0	1013.1
RB MYEs, 90 Min ER	164	3	1	1	1	6	2	2	1019.7
No MYEs, 90 Min ER	168	3	1	1	1	6	0	0	1022.3

## 2 Flex per 5 days, 6-58 min Blocks

	1	2	3	4	5
8:30-9:28 (58 min)	B	A	A	A	A
9:31-10:29 (58 min)	C	FLEX	B	B	B
10:32-11:30 (58 min)	D	D	C	C	C
11:33 -12:31 (58 min)	E & Lunch	E & Lunch	E & Lunch	D & Lunch	D & Lunch
12:33-1:03 (30 min)					
11:33-12:02 (29 min)					
12:03-12:33 (30 min)					
12:34-1:03 (29 min)					
11:33 -12:03 (30 min)	F	F	F	FLEX	E
12:05-1:03 (58 min)					
2:07-3:05 (58 min)	G	G	G	G	F
drop	A	BC	D	EF	G

Note: Based on survey feedback - changed lunch (D and E only) and flex on Day 4 to meet needs of PT staff schedules.

August/September					October					November					December					January					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
26	27	28	29	30		1	2	3	4					1	2	3	4	5	6			1	2	3	
PD	PD	0	1	V		2	3	4	5					4	4	5	1	2	3			H	4	5	
2	3	4	5	6	7	8	9	10	11	4	5	6	7	8	9	10	11	12	13	6	7	8	9	10	
H	2	3	4	5	1	2	3	4	5	5	PD	1	2	3	4	5	1	2	3	1	2	3	4	5	
9	10	11	12	13	14	15	16	17	18	11	12	13	14	15	16	17	18	19	20	13	14	15	16	17	
1	2	3	4	5	H	1	2	3	4	H	4	5	1	PD	4	5	1	2	3	1	2	3	4	5	
16	17	18	19	20	21	22	23	24	25	18	19	20	21	22	23	24	25	26	27	20	21	22	23	24	
1	2	3	4	5	5	1	2	3	4	2	3	4	5	1	V	V	H	V	V	H	X	X	X	X	
23	24	25	26	27	28	29	30	31	25	26	27	28	29	30	31						27	28	29	30	31
1	2	3	4	5	5	1	2	3	2	3	00	H	V	V	V						1	2	3	4	5
30																									
1																									

February					March					April					May					June				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
3	4	5	6	7	3	4	5	6	7		1	2	3	4				1	2	2	3	4	5	6
1	2	3	4	5	1	2	3	4	5		1	2	3	4				3	4	4	5	1	2	3
10	11	12	13	14	10	11	12	13	14	7	8	9	10	11	5	6	7	8	9	9	10	11	12	13
1	2	3	4	5	PD	1	2	3	4	5	1	2	3	4	5	1	2	3	4	4	5	X	X	X
17	18	19	20	21	17	18	19	20	21	14	15	16	17	18	12	13	14	15	16	16	17	18	19	20
H	V	V	V	V	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	X			H	
24	25	26	27	28	24	25	26	27	28	21	22	23	24	25	19	20	21	22	23	23	24	25	26	27
1	2	3	4	5	5	1	2	3	4	H	V	V	V	V	5	1	2	3	4					
					31					28	29	30	26	27	28	29	30							
					5					5	1	2	H	5	1	2	3							





## Next Steps

- Final meetings w/ district staff & School Committee
- Decision on ER time
- Discussion about Mid-Year Week
- Compensate and give time to staff that need to modify curriculum / grids due to schedule change
- Finalize decision before April break to allow for scheduling for 2024-25
- Publish schedule for next year to community and communicate rationale for change again

# Reading Public Schools

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

TO: Reading School Committee  
FROM: Dr. Sarah Hardy, Assistant Superintendent for Learning and Teaching  
DATE: April 1, 2024  
RE: RPS Math Pathways Update

Earlier in the year, we committed to providing an update on the work being done with Math Pathways about every six weeks. During the April 4<sup>th</sup> School Committee meeting, we will provide our second six week update on the Math Pathways Advisory Committee.

Thank you.



To: Reading School Committee  
From: Olivia Lejeune, Executive Assistant to the Superintendent  
Date: April 4, 2024  
Re: FY25 Kindergarten Registration Update

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During the February 29 meeting, we provided an update on FY25 Kindergarten Registration. At that time, we had received 220 registrations for enrollment in the kindergarten program for the 2024-2025 school year. Since that meeting, we have received six registrations bringing us to a total of 227 registrations. As a reminder, the census data for rising kindergarten age students, those born between 9/1/2018 and 8/31/2019, totaled 268 students now leaving us 41 students behind in registrations compared to census and projected enrollment.

The timeline for kindergarten registration is outlined below:

- December 7, 2023 – Mail parent/guardian letters and post info to website
- January 5, 2024 – Post registration documents
- January 9, 2024 – Virtual Kindergarten Information Session
- January 31, 2024 – Kindergarten Registration Parents/Guardians bring in their completed registration packet
- February 9, 2024 – Second mailing to parents/guardians of unregistered students
- February 27, 2024 – Third mailing to parents/guardians of unregistered students
- By March 15, 2024 – Principals reach out to enrolled students to share transition activities
- Spring 2024 – Building-based transition activities

As noted above, we started outreach to parents/guardians on December 7<sup>th</sup> by mailing a flyer to the home of all eligible kindergarten students. That flyer included a QR code for parents/guardians to sign up for email communications. After the Kindergarten Registration Night, we mailed a second flyer to the home of all eligible kindergarten students who did not register. The third mailing was a letter from the Superintendent sharing information about the importance of registering their student as early as possible to ensure they are placed in their neighborhood school.

After the third mailing, we began personal outreach if we had contact information to try to determine if parents/guardians were registering their rising kindergarten age student. While we were only able to reach a handful of families, we found that most are planning to hold off one more year and will register their student for the 2025-2026 school year, some families have moved out of Reading, and a select few are enrolling their student in private school.

Please note, there are currently four kindergarten classes slated for Killam. With a smaller incoming cohort, we have decided to reallocate one of the kindergarten teachers to fifth grade. This adjustment accounts for a unique bubble year and the increased enrollment in fifth grade. We are continuing to closely monitor kindergarten registrations and advertising throughout the town and on our website. We

will keep the School Committee informed if we need to make any adjustments to class consolidations at particular schools as we monitor enrollment.

Below please find projected kindergarten class sizes by school for the 227 registrations received to date:

Reading Public Schools Kindergarten Enrollment Actual Class Sizes 2023-2024 Projected Class Sizes 2024-2025 Registered Class Sizes 2024-2025							
---	--	--	--	--	--	--	--

Actual Class Size, 2023-2024		Projected Class Size, 2024-2025		Registered Class Size, 2024-2025 as of April 2			Comments
Barrows	Grade K	Barrows	Grade K	Barrows	Grade K	Difference	
FDK	20	FDK	21	FDK	16		
FDK	20	FDK	22	FDK	17		
FDK	20	FDK	22	FDK	17		
<i># Sections</i>	3	<i># Sections</i>	3	<i># Sections</i>	3		
<b>Total</b>	<b>60</b>	<b>Total</b>	<b>65</b>	<b>Total</b>	<b>50</b>	<b>15</b>	

Birch Meadow	Grade K	Birch Meadow	Grade K	Birch Meadow	Grade K	Difference	
FDK	21	FDK	15	FDK	12		
FDK	21	FDK	15	FDK	12		
FDK	21	FDK	15	FDK	12		
<i># Sections</i>	3	<i># Sections</i>	3	<i># Sections</i>	3		
<b>Total</b>	<b>63</b>	<b>Total</b>	<b>45</b>	<b>Total</b>	<b>36</b>	<b>9</b>	

Joshua Eaton	Grade K	Joshua Eaton	Grade K	Joshua Eaton	Grade K	Difference	
HDK		HDK		HDK			
FDK	20	FDK	21	FDK	20		
FDK	20	FDK	22	FDK	21		
FDK	19	FDK	22	FDK	21		
<i># Sections</i>	3	<i># Sections</i>	3	<i># Sections</i>	3		
<b>Total</b>	<b>59</b>	<b>Total</b>	<b>65</b>	<b>Total</b>	<b>62</b>	<b>3</b>	2 Request for HDK

Killam	Grade K	Killam	Grade K	Killam	Grade K	Difference	
FDK	19	FDK	14	FDK	15		
FDK	19	FDK	14	FDK	15		
FDK	19	FDK	14	FDK	15		
<i># Sections</i>	4	<i># Sections</i>	4	<i># Sections</i>	4		
<b>Total</b>	<b>57</b>	<b>Total</b>	<b>56</b>	<b>Total</b>	<b>45</b>	<b>11</b>	1 Request for HDK

Wood End	Grade K	Wood End	Grade K	Wood End	Grade K	Difference	
FDK	21	FDK	18	FDK	17		
FDK	22	FDK	19	FDK	17		
FDK		FDK		FDK			
<i># Sections</i>	2	<i># Sections</i>	2	<i># Sections</i>	2		
<b>Total</b>	<b>43</b>	<b>Total</b>	<b>37</b>	<b>Total</b>	<b>34</b>	<b>3</b>	

TOTAL	Grade K	TOTAL	Grade K	TOTAL	Grade K	Difference	
<b>Total Sections</b>	<b>15</b>	<b>Total Sections</b>	<b>15</b>	<b>Total Sections</b>	<b>14</b>		
<b>Total Students</b>	<b>282</b>	<b>Total Students</b>	<b>268</b>	<b>Total Students</b>	<b>227</b>	<b>41</b>	

# Reading Public Schools

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



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

TO: Reading School Committee  
FROM: Thomas Milaschewski, Superintendent  
DATE: April 2, 2024  
RE: Approve Last Day of School for SY23-24

During the April 4<sup>th</sup> School Committee meeting, we will request that School Committee approves June 14, 2024 as the last day of school for SY23-24. The original SY23-24 calendar listed June 13<sup>th</sup>, 2024 as the last day of school, but with one snow day, the last day should be pushed back one day until June 14<sup>th</sup>, 2024.

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

TO: Reading School Committee  
FROM: Olivia Lejeune, Executive Assistant to the Superintendent  
DATE: April 1, 2024  
RE: Appointment to JLMC's

As contract negotiations have successfully concluded for all bargaining units, we are now moving forward with the establishment of Joint Labor Management Committees (JLMCs). The primary objective of these committees is to foster collaboration among bargaining units post negotiations. We are recommending one (1) School Committee member be appointed to each of the following committees. Please note that there are additional JLMCs and we will seek School Committee representatives at the start of the 2024-2025 school year. However, the committees listed below (by bargaining unit) have been identified as having a more immediate timeline.

Title	Bargaining Unit	Timeline Start	Timeline End	Overview/Purpose
Elementary Breakfast Program	Reading Cafeteria Employees	May 2024	June 2024	Mandatory breakfast service at all Elementary schools offering lunch (may result in OT)
Sick Leave/Leaves with and without Pay	Paraeducator	March 2024	June 2024	Review and propose language modification concerning Sick Leave (Article 9), Temporary Leaves with Pay (Article 10), and Leaves of Absence without Pay (Article 11) in order to better align with RTA contract
Nursing	Reading Teachers Association	Contract does not specify	Contract does not specify	Review nurse specific issues, including current contractual language, and if necessary, make recommendations for further negotiations.
Overtime	Reading Cafeteria Employees	October 2024	June 2025	Review overtime procedure

# Reading Public Schools

## School Committee Meeting Packet

**April 4, 2024**



Old Business

# Reading Public Schools

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

Date: April 4, 2024  
To: Tom Milaschewski, Superintendent  
From: Derek Pinto, Director of Finance and Operations  
Re: Athletics, Drama and Band Fees

Reading Memorial High School (RMHS) provides a wide array of athletics/clubs/activities as an outlet and opportunity for the diverse talents and interests of the student body.

To support the cost of the activities and teams that provide RMHS students with rich experiences beyond the classroom, RMHS assesses user fees for extra-curricular activities. The revenue received from these user fees allows the school to maintain high-quality programs and maintain present levels of advisors and coaches.

User fees have been in place since the 2018 school year. The re-evaluation of fees was borne out of necessity, as there have been increases in both material and service costs that have made offering activities more expensive. These increases include but are not limited to:

- Membership association fees (MIAA, Middlesex League, MSTCA)
- Facility rental fees (Burbank Ice, Boston University/New Balance/ Reggie Lewis track facilities, YMCA)
- Officials (baseball, basketball, ice hockey, soccer, swim, volleyball, various sports)
- Transportation
- Equipment purchase/replacement/repair, in-game security, software management package
- Costumes, sets construction, props, makeup, lights

In FY22-23 1,201 students participated in HS Athletics, while 242 students participated in HS Band and HS Drama activities. Increases differ across activities, as there are varying costs associated with each. Increases will serve to ensure sustainability of the activities, will defray expenses, and reduce the burden on the Operating Budget.

Students	Current Fee FY24	Proposed Fee FY25	Approx. Increase (%)
Athletics HS	\$325	\$340	5%
Athletics HS Family Cap	\$750 child \$950 family	\$800 child \$1000 family	7% 5%
Band HS (Marching, Jazz, Stage, Percussion, Color Guard)	\$200	\$210	5%
Band HS Family Cap	\$475 child \$750 family	\$485 child \$760 family	2% 1%
Drama HS Crew	\$75	\$80	7%
Drama HS Cast/Lead Tech	\$150	\$160	7%
Drama HS Family Cap	\$375 child \$550 family	\$385 child / \$560 family	3% 2%



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

Date: April 4, 2024  
To: Tom Milaschewski, Superintendent  
From: Derek Pinto, Director of Finance and Operations  
Re: Use of Facilities (Rental) Fees

---

The mission of the Facilities Department is, in part, to support Reading Public Schools' educational function. This mission is accomplished through quality delivery of facilities services in a timely and cost-effective manner, along with exceptional customer service.

The development of a quality educational program and school facilities that help to implement the program must go together. With the full support of the School Department and School Committee, Facilities staff strive to maintain an efficient, safe, clean, attractive, and inviting environment.

It is also the School Committee's desire that maximum use of school property be enjoyed by the townspeople, while maintaining safe conditions and preserving the property for school program use. To this end, a fee schedule has been established to offset the materials and service costs incurred when outside organizations rent school facilities. This provides "recovery revenue" which is placed in a Revolving Account. The fees need to be adjusted, as the direct costs to the district have widened the gap between operating costs and revenues.

The current fee schedule has been in place since 2018. Since that time, costs have increased for custodial personnel, utilities (to include, but not limited to: lights, HVAC, water), floor refinishing, "wear & tear" on equipment, security, custodial supplies and other support services in operating and maintaining school facilities.

The recommendation of an updated fee schedule is intended to consolidate and simplify the fee structure and considers current wage and rental market rates.

Increases were calculated at 2.5% for facilities use fees for each category (Reading Non-Profit, Reading For-Profit/Out-of-Town Non-Profit, and Out-of-Town For-Profit) year-over-year for the seven-year period since fees were last reviewed. In some cases, a further adjustment was required based on market rates, labor required for set-up/clean-up or square footage. Labor rates have been changed to reflect current cost. The current and proposed schedules are attached for your review.

Reading Public Schools Proposed FY25 Use of Facility (Rental) Rates

Location	FY24 Reading Non-Profit	FY25 Reading Non-Profit	FY24 Reading For-Profit, Out-of-Town Non-Profit	FY25 Reading For-Profit, Out-of-Town Non-Profit	FY24 Out-of-Town For-Profit	FY 25 Out-of-Town For-Profit
	No Minimum		2-Hour Minimum		4-Hour Minimum	
<b>Auditoriums</b>						
<b>RMHS</b>						
Performance	\$ 75	\$ 88	\$ 110	\$ 130	\$ 150	\$ 177
Rehearsal	\$ 25	\$ 29	\$ 45	\$ 53	\$ 55	\$ 65
Dressing Room	\$ 15	\$ 20	\$ 20	\$ 25	\$ 25	\$ 35
<b>Parker</b>						
Performance*	\$ 30	\$ 40	\$ 70	\$ 83	\$ 100	\$ 118
Rehearsal	\$ 15	\$ 22	\$ 25	\$ 30	\$ 35	\$ 42
Dressing Room*	\$ 10	\$ 16	\$ 15	\$ 18	\$ 20	\$ 30
<b>Gymnasiums</b>						
RMHS Field House (Main Floor)	\$ 50	\$ 58	\$ 110	\$ 130	\$ 130	\$ 153
Middle Schools	\$ 20	\$ 23	\$ 30	\$ 36	\$ 40	\$ 47
Elementary -Wood Flooring*	\$ 15	\$ 20	\$ 25	\$ 30	\$ 35	\$ 42
Elementary - Alternate Surface Floor*	\$ 10	\$ 15	\$ 20	\$ 24	\$ 30	\$ 36
<b>Cafeterias</b>						
RMHS	\$ 30	\$ 35	\$ 80	\$ 94	\$ 90	\$ 106
Middle Schools*	\$ 15	\$ 25	\$ 40	\$ 47	\$ 50	\$ 59
Elementary Schools*	\$ 12	\$ 22	\$ 30	\$ 36	\$ 40	\$ 47
<b>Multi-Purpose Rooms</b>						
RMHS Distance Learning Room	\$ 30	\$ 35	\$ 50	\$ 59	\$ 60	\$ 71
Coolidge Middle School	\$ 20	\$ 23	\$ 40	\$ 47	\$ 50	\$ 59
Parker Middle School	\$ 15	\$ 17	\$ 35	\$ 42	\$ 45	\$ 53
<b>Classrooms</b>						
RMHS	\$ 20	\$ 23	\$ 30	\$ 36	\$ 40	\$ 47
Middle Schools*	\$ 10	\$ 15	\$ 20	\$ 24	\$ 30	\$ 36
Elementary Schools*	\$ 5	\$ 10	\$ 15	\$ 18	\$ 25	\$ 30
<b>RMHS Athletic Fields</b>						
Stadium (Turf 1 & Track)*	\$ 75	\$ 88	\$ 150	\$ 177	\$ 200	\$ 300
Press Box & Score Board	\$ 25	\$ 29	\$ 50	\$ 59	\$ 75	\$ 89
Stadium Exterior Restrooms	\$ 20	\$ 23	\$ 35	\$ 42	\$ 50	\$ 59
Practice Field (Turf 2)*	\$ 40	\$ 47	\$ 80	\$ 94	\$ 120	\$ 190
Field Lighting	\$ 25	\$ 35	\$ 30	\$ 47	\$ 40	\$ 59
<b>Custodial, Maintenance Staff Fees</b>						
Weekday/Weekend Custodial	\$38/\$43	\$ 48	\$38/\$43	\$ 48	\$38/\$43	\$ 48
Holiday Custodial	\$ 55	\$ 63	\$ 55	\$ 63	\$ 55	\$ 63
Weekday/Weekend Maintenance	\$45/\$49	\$ 61	\$45/\$49	\$ 61	\$45/\$49	\$ 61
Holiday Maintenance	\$ 59	\$ 80	\$ 59	\$ 80	\$ 59	\$ 80
Weekday/Weekend Licensed Maintenance	\$54/\$58	\$ 64	\$54/\$58	\$ 64	\$54/\$58	\$ 64
Holiday Licensed Maintenance	\$ 71	\$ 91	\$ 71	\$ 91	\$ 71	\$ 91
<b>Technology/Technology Staff Fees</b>						
Portable PA System, Projector	10	\$ 20	\$ 15	\$ 25	\$ 20	\$ 35
Auditorium Installed AV Equipment & Stage Lighting***	\$ 50	\$ 50	\$ 75	\$ 75	\$ 125	\$ 125
RPS Technology Staff	\$ 20	\$ 55	\$ 20	\$ 55	\$ 20	\$ 55
RPS Performance Technician**		\$ 40		\$ 40		\$ 40

**Notes:**

All rates are PER HOUR beginning at time of arrival and ending at actual time of departure. Note minimums.

All rates are subject to change without notice per vote of the Reading School Committee.

\*Adjustments account for set-up/breakdown, square footage, market rates

\*\*New line added to accurately reflect service provided

\*\*\*Technician NOT included

**Proposed for FY25**

# Reading Public Schools

## School Committee Meeting Packet

April 4, 2024



Information/Correspondence

**From:** [Milaschewski, Thomas](#)  
**To:** [alcongdon@hotmail.com](mailto:alcongdon@hotmail.com); [DG School Committee](#)  
**Subject:** RE: Grand piano 03/27/2024  
**Date:** Monday, April 1, 2024 12:30:03 PM

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Hi Allyson,

Thanks so much for reaching out! I know Dr. David Mosher is finding a time to connect with you to check out the instrument. We will be in touch following your meeting with Dr. Mosher to talk through next steps in the donation process.

Again, we are appreciative of your offer to support our students and programming.

Best,  
Tom Milaschewski, Superintendent

-----Original Message-----

From: Allyson Congdon <tadddamronn@gmail.com>  
Sent: Wednesday, March 27, 2024 3:07 PM  
To: DG School Committee <SchoolCommittee@reading.k12.ma.us>  
Subject: Grand piano 03/27/2024

CAUTION: This email originated from outside of Reading Public Schools. Do not click links or open attachments unless you recognize the sender email address and know the content is safe.

Hello,

I'm offering my late husband's Yamaha Piano to any music enthusiast. If you or someone you know might value this instrument, please don't hesitate to reach out to me.

Warm regards,  
Allyson

# Reading Public Schools

## School Committee Meeting Packet

April 4, 2024



Appendix



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

## READING SCHOOL COMMITTEE

Thomas Wise Chair  
Erin Gaffen Vice-Chair

Shawn Brandt  
Sarah McLaughlin  
Carla Nazzaro  
Charles Robinson

Thomas Milaschewski, Ed.D.  
Superintendent of Schools

TO: Reading School Committee  
FROM: Thomas Wise, Reading School Committee Chair  
DATE: March 31, 2024  
TOPIC: Future Agenda Items

After our last meeting, Dr. Milaschewski, Erin, and I sat down to plan the agendas for the rest of the year. I wanted to quickly share those with you in case there was anything else you wanted or expected to see before the end of the fiscal year. The tentative agendas are:

### **Thursday, May 9, 2024**

Student Advisory Committee (pre-regular meeting)  
Phil Vaccaro Facility Naming Ask  
Annual Student Resource Officer Update  
LEAD Program Review (Note: if the review is not complete by this date, this item will be shifted to the next meeting)  
Policy FF Discussions  
Q3 Financial Update  
School Choice Discussion

### **Thursday, May 23, 2024**

End-of-Year Teaching & Learning Curriculum Update  
Benchmark Update vs. District Strategic Plan  
Mid-Cycle Formative Review Evidence Presentation  
Phil Vaccaro Subcommittee Formation

### **Thursday, June 6, 2024**

Staff Member of Year Awards (pre-regular meeting)  
SEPAC End-of-Year Update  
End-of-Year Personnel Update  
Student Services End of Year Update including Program Review Updates

### **Thursday, June 20, 2024**

Pre Q4 Financial Update w/ Votes on Budget Transfer(s)  
Special Education Reserve Fund Report w/ Vote on Reserve Fund Allocation  
ARC Phase III Update

Math Pathways Final Update  
Mid-Cycle Formative Review  
Annual Reorganization

We may have more than one discussion on Policy FF and if so, we can slot those follow-up discussions into meetings after the 9<sup>th</sup> of May. Please let me know if there is anything we missed or that you would like to discuss so we can find the appropriate meeting to slot those requests in.

Thank you.