



**BELCHERTOWN SCHOOL DISTRICT
FINANCE & BUDGET SUBCOMMITTEE MEETING
March 2, 2015**

PLACE: Swift River Elementary School Library
TIME: 5:00 pm

SUBCOMMITTEE: Dr. Michael Knapp, Chair; Ms. Dawn French, Member

ADMINISTRATION: Karol G. Coffin, Superintendent of Schools, Edward Dunn, School Business Manager

VISITORS:

Minutes

- I. Call Subcommittee Meeting to order
Dr. Knapp called the meeting to order at 5:02 pm.
- II Public comment regarding items on the agenda
There were no public comments regarding items on the agenda.
- III. Subcommittee meeting minutes for approval
 - A. Minutes of February 23, 2015
Motion: Ms. French moved to accept the minutes of February 23, 2015 as presented.
Second: Dr. Knapp
Vote: 2,0,0
- IV. Items for discussion and action
 - A. FY 16 Budget Discussion
Superintendent Coffin started the presentation of the FY 16 budget discussion for a 1% reduction. Superintendent Coffin stated everyone was given a worksheet to prioritize reductions.
 - a. Mr. Dunn spoke to the Central Office reductions. Reductions include;
 - reorganization of office staff
 - lower estimates for unemployment, bus monitors, home/hospital transportationDr. Knapp questioned 7 Central Office administrators. Mr. Dunn explained the positions.
 - b. Mr. Lachance spoke to Maintenance department reductions. Reductions include;
 - Heating price locked in at lower rate

- c. Ms. DuComb spoke to the Health department reductions. Reductions include;
- supplies
 - technology
 - uniform allowance

Dr. Knapp questioned if uniform allowance is contractual. Ms. DuComb explained it was in the past but is no longer.

- d. Mr. Cameron spoke to the Special Education department reductions. Reductions include;
- legal services
 - supplies
 - contracted expenses
 - technology

Dr. Knapp questioned legal services, do they include representation at meetings. Mr. Cameron explained, only when a parent brings in attorney.

- e. Mr. Kuhn spoke to the Swift River Elementary reductions. Reductions include;
- supplies

Dr. Knapp asked about instructional aides being at the bottom level of cuts. Mr. Kuhn explained they are at the minimum number. If they have any fewer they may be in violation. Dr. Knapp questioned the class sizes. Mr. Kuhn noted currently the class sizes are; 1st grade 20-21, 2nd grade 24-25, and 3rd grade 22. Mr. Kuhn noted the ideal size is 20-22 students.

- f. Mr. Karen spoke to the Technology department reductions. Reductions include;
- district instructional tech reduced to 2
 - software

Superintendent Coffin asked Mr. Karen to expand on what effect the school reduction will have on technology. Mr. Karen explained that overall district technology will have a 38% reduction.

- g. Ms. Fitzgerald spoke to Chestnut Hill Community School reductions. Reductions include;
- supplies
 - printing
 - textbooks

Dr. Knapp questioned what CHCS has for paraprofessional staffing. Ms. Fitzgerald explained they have instructional paras, intensive needs paras, and lunch/recess paras. Dr. Knapp questioned the class sizes. Ms. Fitzgerald explained they are 23-26 students.

- h. Mr. Ruscio spoke to Jabish Brook Middle School reductions. Reductions include;
- 2 paraprofessionals

Dr. Knapp questioned the class sizes. Mr. Ruscio explained JBMS has a team model. Academic classes average 20 students. Dr. Knapp asked about the scheduling. Mr. Ruscio explained there is a difference between a Middle School model and a Junior High School Model. A combination can be explored.

- i. Ms. Vigneux spoke to Belchertown High School reductions. Reductions include;

- supplies
- technology

Ms. Vigneux explained a restructure of the SPED department to include a behavioral program. Ms. Vigneux noted there are 30 students in the VHS program this year. Dr. Knapp questioned the need for students to attend remedial classes in college. Ms. Vigneux spoke to MASSCORE need for fine arts classes.

- j. Ms. Bremer spoke to Cold Spring School reductions. Reductions include;
- supplies
 - technology

Ms. Bremer spoke to the need for paraprofessionals in each classroom being a kindergarten grant requirement. She also noted that DESI requires no more than 20 students per classroom. This year classroom sizes are below 20. Kindergarten registration is occurring March 12 & 18. Dr. Knapp questioned 8 school choice students and is there a concern admitting them. Ms. Bremer noted there are concerns.

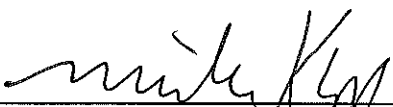
- V. Subcommittee correspondence
- A. Agenda March 2, 2015
 - B. Minutes February 23, 2015
 - C. FY16 Budget Development-Reductions

- VI. Adjourn
- Motion: Ms. French moved adjourn at 6:24 pm.
- Second: Dr. Knapp
- Vote: 2,0,0

Respectfully submitted by,

Ramona Griffin
 Non-Confidential Recording Secretary to the School Committee

Personnel & Policy Subcommittee members' signatures:

 _____, Dr. Michael Knapp, Chair

 _____, Ms. Dawn French, Member

The mission of the Belchertown Public Schools is to ensure that every student meets with success every day. To that end, we pledge to ensure that we have rigorous, standards-based curriculum; instruction designed to meet the needs of diverse learners in every classroom; and access to the

global learning community via state-of-the-art technology in schools that are communities of respect and civility for all.

2011-2015 Strategic Plan Goals (adopted by the Belchertown School Committee, 3/1/11):

Goal #1: To have guaranteed (standards-based and implemented by all), viable (doable and accessible to every student), seamless K-12 curriculum in every content area.

Goal #2: To have rigorous (standards-based), relevant (grounded in 21st Century skills), differentiated instructional practices with the ability to access the global learning community via technology available to every learner.

Goal #3: To implement a plan to ensure that our students understand the importance of acceptance, tolerance, and respect supported by all adults in the community.

The Belchertown Finance & Budget Subcommittee conducts its business in open session pursuant to Chapter 30A, Section 21 of the Massachusetts General Laws. The public is welcome to comment only on items on the agenda for this meeting as noted above. If you wish to address the School Committee regarding an item not on the agenda for this meeting, please contact the Superintendent of Schools, at 413.323.0423 or via email at superintendent@belchertown.org to determine the best way to address your concerns.