



**BELCHERTOWN SCHOOL DISTRICT
PROPERTY & TRANSPORTATION SUBCOMMITTEE MEETING
October 25, 2016**

- PLACE:** Swift River Elementary School Library
- TIME:** 6:00 p.m.
- SUBCOMMITTEE:** Ms. Dawn French, Chair (present); Ms. Myndi Bogdanovich, Member (present)
- ADMINISTRATION:** Karol G. Coffin, Superintendent of Schools, Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Robert Lachance, Director of Buildings & Grounds

VISITORS:

Minutes

- I. Call Subcommittee Meeting to order
Superintendent Coffin called the meeting to order at 6:00 pm.
- II. Determine Chair of Subcommittee
Ms. Bogdanovich nominated Dawn French.
Vote: 2,0,0
- III. Acceptance of Minutes
 - A. April 5, 2016
Motion: Ms. French moved to approve the April 5, 2016 as presented
Second: Ms. Bogdanovich
Vote: 1,0,1 (Ms. Bogdanovich abstained)
- IV. Public comment regarding items on the agenda
There were no public comments regarding items on the agenda.
- V. Items for action/discussion
 - A. Shared use of properties – Toolkit
Mr. Lachance shared the shared facilities use pool documents. Other areas that are shared are; fields, tennis courts, Jessica's Boundless Playground. The committee discussed a user agreement and safety issues that may arise. The committee discussed the need for some kind of an agreement with the town on who is responsible for various facilities. Dr. Knapp has expressed concerns with public having access to shared facilities during school hours. Mr. Lachance noted that the pool doors at CHCS are alarmed. The committee also discussed the use of the playground during school hours and the use of the indoor track at BHS. Mr. Lachance will set up a meeting with the Recreation Department Director to discuss the use of "shared" property. A user agreement needs to be created. Public comment regarding seniors

using the high school's indoor track, this was a "selling point" for the seniors when the high school was built.

B. Strategic Plan Goal 4 and Facilities Program Committee

Superintendent Coffin noted the lack of volunteers when the committee was formed. Asked the committee for suggestions on who/how to advertise for the Facilities committee. The committee discussed a core group of 5-6 people to start and branch out from there. The committee suggested; teachers, parents, SEPAC, town representation, building inspector, interested individuals, and students to evaluate the buildings and make recommendations.

Ms. French appointed Ms. Bogdanovich to the Facilities Program Committee.

C. Replacement plan for Director of Buildings & Grounds

Superintendent Coffin supplied the committee with the Director of Buildings & Grounds job description. Would need the description approved so the advertisement could be placed as soon as possible. Would like the new person to start in April. Superintendent Coffin noted the funding was already budgeted for the position to start April 1st.

The process;

- December - applications
- February - interviews
- March - decision
- April 1st - new hire starts
- August 11 - Mr. Lachance's final day

D. Director of Buildings & Grounds Job Description

Mr. Lachance gave his recommendations for additions to the committee. This has been sent on to the Personnel & Policy subcommittee.

E. Bus transportation contract expiring

Superintendent Coffin noted that last bid was done jointly with Ware. The committee discussed any inclusions to the current contract, what training is in the contract, and too look at actions and accountability. Superintendent Coffin will be investigating the bus routes. Ms. Bogdanovich noted there was only one bid put in the last time.

F. Gender identity - Privacy

Mr. Lachance met with the Superintendent to go over the regulations, went through the schools with the principals. Mr. Lachance will come back to the committee with short term, moderate, and long term solutions.

The committee discussed what the Melrose district has in place. Superintendent Coffin will have a report for the November meeting about facilities.

G. DEP Water Testing

Mr. Lachance noted that all the testing was done last week. There were 300 samples sent. It will take 2-3 weeks for results. He will go over testing when it comes back. He is expecting to

have some samples come back positive and is expecting to have to flush systems to clear them.

VI. Unfinished Business

There was no unfinished business.

VII. Subcommittee correspondence

- A. Agenda, October 25, 2016
- B. Minutes, April 5, 2016
- C. Proposal for the joint use of facilities – Draft dated 4/8/85
- D. The Massachusetts Joint Use Toolkit
- E. Strategic Plan – Goal 4
- F. Director of Buildings & Grounds Job Description
- G. First Student Transportation - current contract

VIII. Adjourn

Motion: Ms. Bogdanovich moved to adjourn at 6:48 pm.

Second: Ms. French

Vote: 2,0,0

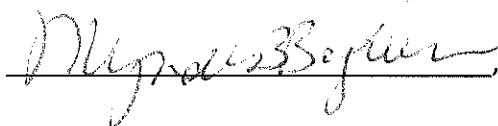
Respectfully submitted by,

Ramona Griffin

Non-Confidential Recording Secretary to the School Committee

School Committee members' signatures:


_____, Dawn French, chair


_____, Myndi Bogdanovich, member

Vision Statement

Belchertown students, both individually and collaboratively, will be innovative thinkers, problem solvers and unique, creative contributors to their community and the world

Mission Statement

In the pursuit of excellence and the development of life-long learners, it is the mission of the Belchertown Public Schools to challenge and engage all students in a respectful, positive learning environment that fosters personal, social and academic growth in order to achieve success in a global society.

The Belchertown Property & Transportation 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.