



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
March 28, 2017**

LOCATION: Swift River Elementary School Library

TIME: 7:00 p.m.

SCHOOL COMMITTEE MEMBERS: Ms. Dawn French, Chair (present); Dr. Thomas Laughner, Vice-Chair (present); Dr. Michael Knapp, Secretary (present); Ms. Myndi Bogdanovich, Member (present); Mr. Jeff Charron (present)

ADMINISTRATION: Mrs. Karol Coffin, Superintendent of Schools; Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Dr. Shawn Fortin, Director of Teaching & Learning; Mr. Edward Dunn, Contracted School Business Manager; Ms. Christine Vigneux, Principal BHS; Mr. Thomas Ruscio, JBMS Principal; Ms. Jennifer Champagne, Principal CHCS; Mr. Robert Kuhn, SRE Principal; Ms. Andrea Mastalerz interim Director CSS; Mr. Doug Daponde, BHS Assistant Principal; Ms. Karen Cousland, JBMS Assistant Principal; Ms. Jill Pelletier, Assistant Principal CHCS; Ms. Eileen Farrington, SRE Assistant Principal; Mr. Robert Lachance, Director of Building & Grounds; Ms. Phyllis Ducomb, Nurse Leader; Mr. Scott Karen, Director of Technology; Ms. Kelly Slattery, Food Service Director; Officer Jason Krol, Resource Officer

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Mr. Parker Mas

VISITORS: Edward Boscher, Finance Committee; Nick O'Connor, Select Board; see sign in sheet

Minutes

Pledge of Allegiance

- I. Call to order
Ms. French called the meeting to order at 7:00 pm
Motion: Ms. Bogdanovich moved to change the order of items and move forward VIII B and XI A.
Second: Mr. Charron
Vote: 5,0,0

- II. Public comment regarding items on the agenda
Mr. Scott Beaulieu questioned the addition of item VI to the agenda. Ms. French

explained it was added for potential emergency needs of the School Committee. Mr. Beaulieu also spoke to the recent post in social media. He noted that he does not feel it is appropriate and that the Committee should consider posts in social media in terms of the current political climate.

III. Special awards and presentations

There were no special awards or presentations.

IV. Update from BHS Student Advisory Council representative – Mr. Parker Mas

Cold Spring School

Cold Spring School will hold its Art Show on Thursday, March 30th from 6:30-7:30PM. All are welcome to attend and enjoy the beautiful art work of this year's kindergarten students, which will be displayed throughout the halls and in the All Purpose Room.

Swift River Elementary School

An Art Night will also take place at Swift River Elementary School on Thursday, March 30th. Families will tour Swift River Elementary School hallways, admire student creations, and purchase "sold" stickers to be placed on their students' works of art. All donations will be used toward the purchase of art supplies at Swift River.

Chestnut Hill Community School

On March 16th, Chestnut Hill Community School hosted a Birds of Prey Presentation for 5th grade students. Julie Collier, a licensed raptor rehabilitator, focused on falcons, hawks and owls of Western Massachusetts and her presentation included an educational talk along with having live birds on hand for display.

Jabish Brook Middle School

Jabish Brook Middle School Student Council will sponsor a school dance for Grades 7 & 8 on Friday, April 7th from 7:00-9:30PM in the gymnasium.

Belchertown High School

On Thursday, April 6th, Belchertown High School Class of 2017 will participate in the Credit for Life Field Trip at Ware High School, and the Sophomore Banquet will be held on Friday, April 7th at Ludlow Country Club.

V. Approval of minutes (A.I.)

- A. March 20, 2017, Regular Session
Tabled

VI. School Committee members' additions to the agenda (with the consent of the majority)

Ms. French noted this item was added at the suggestion of the town clerk. This allows emergency items on the agenda.

Dr. Knapp suggests a discussion about the 5th grade MCAS school climate survey.

VII. Approval of Warrants and Budget Transfers (A.I.)

A. Accounts payable warrant: 032717SA, S/032717

B. Payroll warrant: W#1738

Motion: Dr. Laughner moved the warrants of 3/20 and 3/27

Second: Mr. Charron

Vote: 5,0,0

VIII. Reports and recommendations of the Superintendent

A. FY18 budget discussion and change date for Public FY18 Budget Hearing
 Superintendent Coffin reviewed the previous budget information.
 Superintendent Coffin continued the budget presentation with the town allocation numbers.

School Dept request	\$29,041,476
Preliminary town number	\$28,162,000
difference	\$878,476
eliminate needs	\$327,198
Gap	\$550,278
adjustment	\$30,456
remaining Gap	\$519,822

Superintendent Coffin noted the priorities of the district are; technology, class size, inclusion, reading, maintain staff, and SEL. A first look at cutting \$519,822 would potentially include; supplies, membership fees, textbooks, building maintenance, in-service training, professional development, printing, 3 paraprofessionals, 6 teachers, 1 custodian, and contracted services.

Dr. Knapp questioned if the town was asking the schools to provide a below level service budget. Superintendent Coffin affirmed this. Mr. Brian Meehan asked if the town had discussions involving an override. Mr. O'Connor noted that it was discussed and there was a presentation given at a Select Board meeting. The information is also available online. At this time neither Select Board nor Finance Committee is advocating an override.

- Substitute Survey -
 - information supplied to Committee on surrounding town substitute surveys - no action taken
 - Committee questioned the number of qualified subs, if the last increase made any impact on additional subs for the district, and what the impact of increasing the funding would be
- Fees
 - the Committee discussed if raising fees would make a substantial difference, at this time they are not considering raising fees.
- BHS Athletics participation numbers
 - it was noted that there was no noticeable drop in participation since the previous raise in fees.
- Student enrollment
 - Superintendent Coffin spoke to the history of enrollment of the district and our current school choice numbers.

B. Trimesters recommendation for elementary schools (Mr. Robert Kuhn, Ms. Jennifer Champagne)

Mr. Kuhn and Ms. Champagne presented the recommendation for a change in report card to trimesters. They spoke to the benefits;

- longer period of instructional assessment at the beginning of the year
- routines
- grade level content
- assess 3 time a year
- parent conferences (potentially in October)
- special would have more time to see students between semesters
- more time on instruction skills

The Committee questioned the current policy of parent conferences after first semester. Mr. Kuhn and Ms. Champagne noted the conference would potentially take place in October midway through first semester.

IX. Personnel

A. Update as of March 28, 2017

Superintendent Coffin welcomed Rachel Jansen and Miranda Piris to the district.

X. Unfinished business

There was no unfinished business to discuss.

XI. New business

A. Makerspace program at BHS (Mr. Scott Karen)

Mr. Karen and Noah Troy spoke to the program at the high school. Noah Troy spoke to the student help desk, goals of the help desk and the Makerspace program. They now have a 3D printer-scanner and are finding ways to repurpose old technology. The Committee congratulated them on their accomplishments.

B. Recommendation for School Choice Openings (A.I)

Motion: Dr. Knapp moved to approve Superintendent Coffin's recommendation of 46 school choice seats

Second:Ms. Bogdanovich

Vote: 5,0,0

Discussion: Superintendent Coffin spoke to the current school choice enrollment numbers. She is recommending adding;

Kindergarten	8
1st grade	3
2nd grade	2
3rd grade	1
6th grade	2
7th grade	10
8th grade	10
9th grade	5
10th grade	5

The Committee discussed the class size goals. Ms. Mastalerz noted that

Kindergarten class size is 17-18 now with 130 students registered for the fall so far. Ms. Champagne noted in CHCS the goal is 23-25 and likes to keep the numbers below maximum capacity. Currently there are a few classes with 26 students and that is challenging. Mr. Kuhn noted ideal for SRE is 20-22 students per class.

Mr. Dunn noted the increase in revenue if all seats were filled would be \$230,000 (\$5,000 per student).

C. JBMS Out of State Field Trip Request – Lake Compounce, Bristol, CT (A.I.)

Motion: Ms. Bogdanovich moved to approve the JBMS out of state field trip

Second: Dr. Knapp

Vote: 5,0,0

D. BPS Resolution: Rights of undocumented students and protocols (DRAFT)
(A.I)

Motion: Dr. Knapp move to refer the resolution to the Personnel & Policy subcommittee

Second: Ms. Bogdanovich

Vote: 4,1,0 (Mr. Charron voted no)

Discussion: Dr. Knapp brought forth the resolution with regard to adding immigrants to non-discrimination policies. The resolution basis requires all visitors to state the reason for visit and be cleared for entry in building. The addition of wording with regard to ICE and Immigration entry to school with notification of the Superintendent and District General counsel with notice and/or warrant is also discussed in the proposal. Mr. Charron noted on the ICE website they note they will not enter a sensitive area such as a school. Mr. Cameron noted that under state guidelines, immigrants are not listed as a protected class. The Committee discussed how this may be a political statement, how best to add a policy or if it is advisable to add immigrants as a protected class to existing policies.

XII. Reports of subcommittees

A. Curriculum & Instruction (Dr. Knapp/Mr. Charron)

Met a week ago and are close to having a presentation for the Committee.

B. Personnel & Policy (Ms. Bogdanovich/Dr. Laughner)

Motion: Ms. Bogdanovich moved to approve policy JH-Excused Absence Policy

Second: Dr. Laughner

Vote: 4,1,0 (Dr. Knapp voted no)

Discussion: Officer Krol explained the necessity of the policy the way it is written with regard to court record keeping. The Committee discussed the policy with regard to homework policies. The Committee discussed the absence policy with regard to homework being in the student handbook.

Motion: Ms. Bogdanovich moved to approve policies; ACA, ACAB, ACABE, AD, ADA, ADC, ADDA, FB, and FCB

Second: Dr. Laughner

Vote: 5,0,0

Discussion: all policies will have new approval dates on them

Motion: Ms. Bogdanovich moved to approve policy IJNDB as amended

Second: Dr. Laughner

Vote: 5,0,0

Discussion: edit last bullet under section "conduct" to read;
Staff or faculty professional communications with students and parents will only occur through district issued account."

C. Property & Transportation (Ms. Bogdanovich/Ms. French)

Met on Monday, discussed;

- oil tank replacement - failure would not be covered on insurance - Ms. Bogdanovich read a letter from Mr. Lachance with regard to liability and potential environmental fines if the tank fails. Recommendation to put on the town meeting special warrant for the fall.
- director of building & grounds replacement
- 8 vendors for transportation
- JBMS bleachers - met with recreation director and they are willing to share the costs of replacement/repairs - Nick O'Connor noted that the recreation director applied for CPS funding for this
- 5 year plan
- 2 repairs at BHS - tennis courts and track resurfacing

D. Finance & Budget Subcommittee (Dr. Laughner/Mr. Charron)

Meeting on Monday at 4:45.

XIII. Reports of school department liaisons

A. Healthy & Safer Schools Advisory Committee (Ms. French)

Meeting on April 3rd.

B. Technology Working Group (Dr. Laughner)

Nothing at this time.

C. Collaborative for Educational Services (Dr. Knapp)

Meeting tomorrow.

D. RADAR (Dr. Laughner, Mr. Charron)

Nothing at this time.

XIV. Correspondence

A. Agenda, March 28, 2017

B. March 20, 2017, Minutes

C. Accounts Payable and Payroll Warrants

D. FY18 budget documents: Substitute Survey, Fees, BHS Athletics participation, Student enrollment

E. Trimester information

F. Personnel update

- G. School choice openings' recommendation
- H. JBMS out of state field trip request
- I. BPS Resolution: Rights of undocumented students and protocols (DRAFT)

- XV. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining negotiations with Unit A, Teachers, Single Contract Employees and the Superintendent and/or litigation as conducting said business in open session would have a detrimental effect on the School Committee's bargaining or litigation position. The committee will return to open session.

School Committee voted to enter into executive session at 9:30 pm. They will return to open session.

Vote:

Dawn French - yes

Thomas Laughner - yes

Michael Knapp - yes

Myndi Bogdanovich - yes


Jeff Charron - yes


XVI. Adjourn
Motion: moved to adjourn at
Second:
Vote: 5,0,0

Respectfully submitted by,

Ramona Griffin
Non-Confidential Recording Secretary to the School Committee

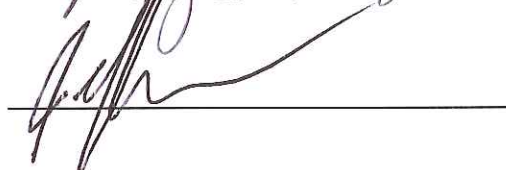
School Committee members' signatures:

 Dawn French, Chair

 Thomas Laughner, Vice Chair

 Michael Knapp, Secretary

 Myndi Bogdanovich, Member

 Jeff Charron, Member

The listings of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

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 School Committee 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@belchertownps.org to determine the best way to address your concerns (see [School Committee Policy BEDH](#)).