



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
June 7, 2016**

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. Richard Fritsch, Member (absent),

ADMINISTRATION: Mrs. Karol Coffin, Superintendent of Schools; Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Shawn Fortin, Director of Teaching & Learning; Mr. Edward Dunn, Contracted School Business Manager; Ms. Jill Pelletier, CHCS Vice-Principal; Mr. Thomas Ruscio, JBMS Principal; Mr. Robert Lachance, Director of Building & Grounds

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Parker Mas

VISITORS: Eric Weiss, Nick O'Connor, Thomas Howell, Candace Tarnawa, Sue Boyea, Laura McArdle, and various other district employees.

Minutes

Pledge of Allegiance

- I. Call to order
Ms. French called the meeting to order at 7:00 pm.
- II. Public comment regarding items on the agenda
There were no public comments regarding items on the agenda.

Success for Every Student Every Day

III. Special awards and presentations

A. Belchertown Band Boosters donation (A.I.)

Eric Weiss spoke to the \$10,000 Belchertown Band Booster donation to the Belchertown School District. Mr. Weiss spoke to the need for a foundation in any program and the need for support foundation for the 5th grade band. Money put into the instrument account with the budgeted money from that account being moved to funding the 5th grade position.

IV. Update from BHS Student Advisory Council representatives

Parker Mas presented the school updates.

CSS: Preparing for Flag day ceremony June 14 9 am

SRE: 1st annual Rising Kindergarten Parent night, June 8th; 6:00 - 7:00 pm.

CHCS: Field day June 16th for 4th & 5th grade, rain date of June 17.

JBMS: June 8th evening of recognition from 7:00 - 9:00 pm.

BHS: Junior class trip to Gloucester June 9th, Undergraduate award ceremony, June 13 and BHS Budies dance June 17th.

V. Approval of minutes (A.I.)

A. May 24, 2016 Regular Session

Motion: Dr. Laughner moved to accept the May 24, 2016 as amended.

Second: Ms. Bogdanovich

Vote: 4,0,0

VI. Reports and recommendations of the Superintendent

Superintendent Coffin received the joint MASC-MASS conference, early reservation would save \$115 per person. Ms. Bogdanovich suggested letting the office know, if a SC member would be attending, by July 10 and if reservation after then they would absorb the difference. The School Committee discussed the potential conflicts. Dr. Knapp noted that such an early deadline could create potential conflicts later. The conference isn't until the fall and someone's schedule could change before the conference. The

Committee discussed the reimbursement for members for lodging for attendance at conferences. The reimbursement amount will be checked on.

A. Superintendent's Evaluation

Superintendent is evaluated annually. School Committee was sent back up material for the evaluation. School Committee will be supplied with evaluation paperwork to fill out. Superintendent Coffin presented her goals and will present her standards report by June 21st. The School Committee will then need to fill out the evaluation paperwork to submit.

B. CHCS School Improvement Plan update

Ms. Pelletier and Ms. McArdle presented the CHCS school improvement plan update.

G1 - curriculum, planning instruction

- SWAT posted in rooms
- data
- PARCC favorable

G2 - teaching all students

- Lifeskills pilot
- anti-bullying school wide initiatives
- TV studio

G3 - family & community engagement

- powerschool
- principal's newsletter
- updated school website
- school messenger

G4 - professional culture

- faculty survey
- Prof Dev & Culture Committee draft plan
- Google training
- IT onsite Tuesdays
- Team Leader Coordinator in building

Questions: Ms. French questioned if the writers workshop is the same as SRE. Ms. Pelletier noted they are similar and they provide a process. Ms. McArdle noted they are piloting 2 programs. Ms. Bogdanovich asked about the Lifeskills program, is there a “girls” and “boys” lesson regarding acceptable behavior? Ms. Pelletier noted there is acceptable behavior for them but not separate lessons. She also noted that “people get big” behind their devices when they may not be face to face. Dr. Laughner questioned looking at health classes including level/age appropriate. It was noted some material is dated and will need supplement. Dr. Knapp questioned how would you know if a student is achieving excellence? Ms. Pelletier questioned what is the definition of excellence. It would be different with each student. Ms. McArdle noted that each teacher would know their students and there are standardized tests. Ms. Pelletier spoke to Peacebuilders and Lifeskills program; changing activities to be more age appropriate, continued random acts of kindness, peace initiative in conjunction with and addition to Lifeskills. Dr. Laughner noted there is generally a drop off after the first year in many of these programs.

C. JBMS School Improvement Plan update

Mr. Ruscio presented the JBMS school improvement plan update.

G1 - curriculum, planning instruction

- 7th grade honors math
- data collection
- 7th grade ELA mapping
- science books
- STAR assessment

G2 - teaching all students

- grade 7 co-teaching inclusion for 2016/17
- IEP updated for new model
- Grade 7 honors math
- Grade 7 ELA alignment to Grade 8

G3 - family & community engagement

- Google apps - Google classroom
- parent - student survey; results published on school website - results reviewed for policy changes
- student Gmail

G4 - professional culture

- Google classroom training
- DDM work
- curriculum work ID
- faculty meeting time direction

Questions: Dr. Laughner questioned review of new science textbook, have they considered not using books? Mr. Ruscio noted that upon review and speaking to text book company they noted that a blended online and textbook model is most used. He noted they are not ready to go strictly online only. It will take significant time to utilize that kind of program. That is a goal to work toward. Dr. Knapp questioned the parent survey, suggestion of the use of SPIFFY which offers surveys. Mr. Ruscio noted they survey JBMS every 2 years. Ms. French questioned the 7th grade honors program, how many students this year? Mr. Ruscio noted there were 34 total, 16 in one class 18 in the other. The program started mid-year this year. 6th grade student this year have been tested for next year's 7th grade honors class so they can start at the beginning of the school year.

VII. Personnel update

A. Resignations and Retirees update

Superintendent Coffin updated the School Committee on resignations and retirees.

Maria Santos - retirement

Michael Barclay - resignation

VIII. Unfinished business

A. FY16 Budget transfers

Mr. Dunn presented the School Committee with the February - May adjustments.

Budget transfers need to be communicated to the full School Committee and there is no action necessary by the School Committee. Dr. Knapp questioned the increase in substitute line and if the money came from reserves. Mr. Dunn noted it did come from reserves. Superintendent Coffin noted the increase could be accounted for by the collaborative work and professional development work for staff. There were also a few long term or family illness in district. Dr. Knapp questioned the legal fees increase. Superintendent Coffin explained that negotiations and arbitration cost for this year. Dr. Laughner questioned athletic supplies. Superintendent Coffin noted that the athletic director would need to answer that question. Dr. Knapp questioned the 0 budget for the JBMS library. Mr. Ruscio noted he zeroed out all lines to buy Chromebook.

IX. New business

A. JBMS Field Trip to Lake Compounce, Bristol, CT (A.I.)

Motion: Dr. Knapp moved to approve the JBMS Field Trip to Lake Compounce.

Second: Ms. Bogdanovich

Vote: 4,0,0

Discussion: Mr. Ruscio spoke to the JBMS Field Trip to Lake Compounce. This is a yearly end of the year trip. Ms. Bogdanovich questioned the lateness of the requests, suggested it come before the School Committee earlier. Mr. Ruscio noted he will make the change.

B. Approval of District HVAC/Boiler Maintenance Bid (A.I.)

Motion: Ms. Bogdanovich moved to approve the bid from TJ Conway in the amount of \$45,546

Second: Dr. Knapp

Vote: 4,0,0

Discussion: Mr. Lachance presented the School Committee with the bid. TJ Conway's bid was lowest, a 1 year with option of 2 1-year renewal periods.

C. Town Scholarship Committee (A.I.)

Motion: Ms. Bogdanovich nominated Dr. Knapp to be on the Town Scholarship Committee

Second: Dr. Knapp

Vote: 4,0,0

Discussion: Superintendent Coffin noted the town asked for a School Committee

representative to be added to the Scholarship Committee for the future. Ms. French noted their meetings are based in the spring. Superintendent Coffin noted there is one meeting this fall. Dr. Knapp volunteered.

D. School Committee policy review:

The School Committee was given updated policy paperwork as a point of reference.

1. BCA School Committee Code of Ethics
2. BDB School Committee Officers
3. BDD School Committee – Superintendent Relationship
4. BBAA School Committee Authority

X. Reports of subcommittees/representatives

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

Dr. Knapp noted they have not met. Dr. Knapp would like to identify a date for district goals.

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

Ms. Bogdanovich noted they have not met. Will be meeting June 21st at 5:30.

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

Ms. Bogdanovich noted they have not met.

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

Dr. Laughner noted the last meeting was informational.

E. Collaborative for Educational Services (Dr. Knapp)

Dr. Knapp noted they have not met.

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

Ms. French noted they have not met.

G. Technology Advisory Committee (Dr. Laughner)

Dr. Laughner noted they have not met.

XI. Correspondence

A. Agenda, June 7, 2016

B. May 24, 2016, Regular Session Minutes

C. CHCS Improvement Plan update

D. JBMS Improvement Plan update

E. Personnel update

- F. FY16 Budget Transfers
- G. JBMS Lake Compounce, Bristol, CT Field Trip
- H. District HVAC/Boiler Maintenance Bid
- I. BBAA School Committee Authority
- J. BCA School Committee Code of Ethics
- K. BDB School Committee Officers
- L. BDD School Committee – Superintendent Relationship

- XII. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining and individual contracts 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 not return to open session.

School Committee voted to enter into executive session at 9:56 pm. They will not return to open session.

Vote:

Dawn French - yes

Thomas Laughner - yes

Michael Knapp - yes

Richard Fritsch - absent


Myndi Bogdanovich - yes


Respectfully submitted by,

Ramona Griffin

Non-Confidential Recording Secretary to the School Committee

School Committee members' signatures:

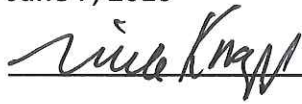
 Dawn French, Chair

 Thomas Laughner, Vice Chair

June 7, 2016

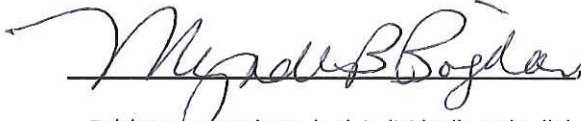
Belchertown School Committee Minutes

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Michael Knapp, Secretary

Richard Fritsch, Member



Myndi Bogdanovich, Member

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

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

Success for Every Student Every Day
