



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
September 27, 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 (absent); Mr. Jeff Charron (present)

ADMINISTRATION: Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Dr. Shawn Fortin, Director of Teaching & Learning; Ms. Jennifer Champagne, Principal CHCS; Ms. Jill Pelletier, Assistant Principal CHCS; Mr. Kevin Martin, Food Service Director

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Mr. Parker Mas

VISITORS: Mr. Kevin Martin; Nick O'Connor, Selectboard, Kim Bernashe, Sue Breen, Abby O'Brien, Annmarie Dupras, Joanna McNeil, Sue Boyea, Cara Lapenas, Brian Meehan, Laurie Murray, Candice Tarnawa, Sheryl Cook, Marybeth Dinapoli, various 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
Ms. Lapenas noted they had trouble hearing at previous meetings. Are meetings being filmed. It was noted that is up to BCTV. BCTV is a voluntary group so it doesn't always get filmed.
 - III. Special awards and presentations
There are no awards or presentations at this time.
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- IV. Update from BHS Student Advisory Council representative – Mr. Parker Mass
CSS; Celebrated “International Peace Day” on September 21st.
SRE; In collaboration with Ms. Levy’s BHS woodland ecology class, visited SRE outside classroom garden.
CHCS; Students participated in DIBELS testing.
JBMS; The students will participate in the UMass Multi-Band concert on September 29th.
BHS; October 5th BHS will hold Tri-M inductions (7 pm in the auditorium), Tri_m is the Music Honor Society.
- V. Approval of minutes (A.I.)
A. September 13, 2016, Regular Session
Motion: Dr. Knapp moved to accept the September 13, 2016 as amended
Second: Mr. Charron
Vote: 4,0,0
- VI. Reports and recommendations of the Asst. Superintendent
A. Report on inclusion – Mr. Brian Cameron
Mr. Cameron updated the Committee. the specialist will be back this year. There are plans to increase training, increase observation, and increase classes. Mr. Cameron noted that inclusion benefits all student. Moving forward, social/emotional learning is the next initiative. Dr. Knapp asked how the district is going to help inclusive classroom teachers? There were 111 student last year there are 307 students this year in inclusive classrooms. There are increased services now there is a need to build the culture. Dr. Knapp questioned how would we see results? Mr. Cameron noted that there are more SPED students included, more exposure to regular ed curriculum and peer relations show improvement. SRE is piloting the program “Acting With Purpose”. Dr. Laughner questioned how long would it be to ramp up the pilot? Mr. Cameron noted the ideal will take years to accomplish. There needs to be students in classrooms. It will require training, staff, resources, etc. Mr. Charron questioned what is the next benchmark? Mr. Cameron noted increasing the number of classrooms. There will be observations most of this year. They will be forming a SEL committee.
- B. Official PARCC, MCAS results release – Dr. Shawn Fortin
Dr. Fortin noted the results were released September 21st and made public yesterday. PARCC and MCAS results will go out to parent/guardians next week. Mr. Admussen will have a data report at the next meeting. Dr. Fortin noted Belchertown is a level 2 district with BHS reaching level 1. PARCC has no comparisons for the state. Belchertown is still
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considered a high growth town.

VII. Personnel

A. Personnel update

Mr. Cameron noted the new hires; Linda Haney, Laura Bourdeau, Anne Leblond, Robin Murphy, Geoffrey Gould, Kelly Fulmer, Kevin Moyer-Wilkes, and Ben Mabrey.

1. Introduce Mr. Kevin Martin, Food Service Director

Mr. Cameron introduced Mr. Martin. Mr. Martin spoke to his history in food service. He was with Smith College for 20 years, with Williston for 10 years and has been the Food Service Director for Community Action until now. He has a long history in the field.

VIII. Unfinished business

There was no unfinished business at this time.

IX. New business

A. CHCS Field Trip Request – Nature's Classroom (A.I.)

Motion: Dr. Knapp moved to approve the CHCS Nature's Classroom request

Second: Mr. Charron

Vote: 4,0,0

Discussion: Mr. Charron questioned if the cost went up. Ms. Bernashe noted the cost went up \$5.00. It goes up every year. Dr. Knapp questioned what the SORI check is that Nature's Classroom uses. Ms. Bernashe noted it is a Sexual Offenders Registry Information system.

B. Discuss and possible vote on Policy JLCD-Administering Medicines to Students (A.I.)

Motion: Dr. Laughner moved to approve Policy JLCD

Second: Mr. Charron

Vote: 4,0,0

C. Discuss and possible vote on Policy BGB – Policy Adoption (A.I.)

Motion: Dr. Laughner moved to accept Policy BGB

Second: Dr. Knapp

Vote: 4,0,0

D. Discuss and possible vote on Policy EBC-Emergency Plans (A.I.)

Motion: Dr. Laughner moved to approve Policy EBC-Emergency Plan

Second: Dr. Knapp

Vote: 4,0,0

E. Approve School Adjustment Counselor Job Description (A.I.)

Motion: Dr. Laughner moved to approve the school adjustment counselor job description.

Second: Dr. Knapp

Vote: 4,0,0

F. Approve School Guidance Counselor Job Description (A.I.)

Motion: Dr. Laughner moved to approve the school guidance counselor job description.

Second: Dr. Knapp

Vote: 4,0,0

G. Approve revised Food Service Director Job Description (A.I.)

Motion: Dr. Laughner moved to approve the revised food service director job description

Second: Dr. Knapp

Vote: 4,0,0

Discussion: Dr. Knapp noted the newest requirement is a Bachelor's Degree

H. Discuss and appoint School Committee representative to Patrick Center Committee (A.I.)

Ms. French appointed Dr. Knapp as the School Committee representative to the Patrick Center Committee.

Discussion: Ms. French invited Mr. O'Connor to the discussion. Mr. O'Connor noted the town now owns the building which abuts the schools area. The town is looking to remove the existing structure which is on 5 ½ acres of land. Ms. French questioned the time commitment that would be needed from the representative. Mr. O'Connor noted there will be 1 or 2 meetings a month to start. He also noted that the Belchertown Day School, who leases their building, will be moving out. This is part of the school area complex.

I. Sick Bank Appointment (A.I.)

Ms. French appointed the following;

Unit A - Ms. French

Unit B - Dr. Laughner

Unit C - Dr. Knapp

Unit D - Ms. Bogdanovich

Unit E - Mr. Charron

as the School Committee representative for the sick bank.

Discussion: Ms. French noted that 1 School Committee member sits on each sick bank.

Sick banks are for district employees that participate to use for additional time. The employee sends in a request that is looked at by the bank which can then approve the request.

X. Reports of subcommittees

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

Dr. Knapp noted they met earlier. Discussed was a roughed out agenda for the year, data dashboard. They plan to meet once a month.

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

Dr. Laughner noted they have not met.

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

Ms. French noted they have not met.

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

a. Budget transfers

Dr. Laughner presented the Committee with the updated quarterly budget transfers. Dr. Knapp noted it would be beneficial to have a written description of changes over \$10,000.

b. BHS projector funding

Dr. Laughner noted the Committee requested the information of what the money left in the budget was being spent on. Dr. Knapp asked if the projector was on the capital plan. Dr. Laughner noted that technology was not on the capital plan and should be on the capital plan. Mr. O'Connor questioned that the overage was \$12,000-\$13,000, and he will report the expense to the town. Mr. O'Connor questioned if the projector was in the needs budget. It was noted the projector was on the needs budget. Ms. French noted that the capital plan has building updates. Mr. O'Connor questioned if the Committee discussed holding over money from the budget.

c. Minimum wage increase (A.I.)

Motion: Dr. Laughner moved to increase the minimum wage for para subs and lunch program subs.

Second: Dr. Knapp

Vote: 4,0,0

Discussion: Dr. Laughner noted the impact for this year's budget was \$984. Ms. French noted the wage increase of \$11.00 per hour takes effect January 1st. Mr.

O'Connor noted that it is not a legal need because the positions fall under municipal.

Dr. Laughner noted he attended a state meeting with a Finance Committee member with regards to comparison on data of how Belchertown compares to other districts in the budgeting process. There will be more meetings on how to use the data in our budget process over the next months.

XI. Reports of school department liaisons

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

Ms. French noted they have not met.

B. Technology Advisory Committee (Dr. Laughner)

Dr. Laughner noted the group met to discuss; bring your own device, language in policy JICL and tech support for bring your own device.

C. Collaborative for Educational Services (Dr. Knapp)

Dr. Knapp noted they meet tomorrow.

XII. Correspondence

A. Agenda, September 27, 2016

B. September 13, 2016, Regular Session Minutes

C. Personnel update

D. CHCS Field Trip Request – Nature's Classroom

E. Policy JLCD- Administering Medicines to Students

F. Policy BGB – Policy Adoption

G. Policy EBC-Emergency Plans

H. School Adjustment Counselor Job Description

I. School Guidance Counselor Job Description

J. Food Service Director Job Description

K. Budget transfers

L. Minimum wage increase memo

XIII. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining with Unit A, Teachers 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 8:02 pm. They will return to open session.

Vote:

Dawn French - yes

Thomas Laughner - yes

Michael Knapp - yes

Myndi Bogdanovich - absent

Jeff Charron - yes

Motion: Dr. Laughner moved to adjourn at 9:08 pm

Second: Mr. Charron

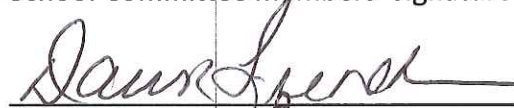
Vote: 4,0,0

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

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
