



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
October 11, 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. Jeff Charron (present)

ADMINISTRATION: 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; Mr. Doug Dapond, BHS Assistant Principal; Mr. Bruce Hastings, BHS AD & Dean of Students; Ms. Karen Cousland, JBMS Assistant Principal; Ms. Jill Pelletier, Assistant Principal CHCS; Ms. Eileen Farrington, SRE Assistant Principal; Mr. Ben Admussen, Data Administrator

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Mr. Parker Mas

VISITORS: Candice Vinci Tarnawa, Michael Cowles, 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
There were no public comments regarding items on the agenda.
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III. Special awards and presentations

There were no awards or presentations.

IV. Update from BHS Student Advisory Council representative – Mr. Parker Mass
Mr. Cameron read the update.

CSS: PTO sponsored the Walk-aThon on held October 5th.

SRE: PTO sponsored the Walk-aThon on held October 6th.

CHCS: 5th grade attended instrument demonstration on September 27th. Instrument rental night was held on October 4th.

JBMS: October 21st will be the first dance for grades 7 & 8.

BHS: PSAT's will be held on October 15th and there will be a mini college fair on October 27th from 12:30 to 2:10 pm.

V. Approval of minutes (A.I.)

A. September 27, 2016, Regular Session

Motion: Dr. Knapp moved to approve the September 27, 2016 minutes as amended.

Second: Mr. Charron

Vote: 4,1,0 (Ms. Bogdanovich abstained)

VI. Reports and recommendations of the Superintendent

A. PARCC, MCAS results report – Mr. Ben Admussen, Data Administrator

Mr. Admussen presented the Committee with the PARCC and MCAS results.

Questions from School Committee:

Dr. Laughner: Why has grade 3 math improved so much? Mr. Admussen noted that the next step will be an admin evaluation. With PARCC the data does not indicate the why. It was noted that science dropped in all 3 grade levels with grade 5 having the highest drop.

Mr. Charron: asked for clarification on the growth of classes. Mr. Admussen noted that with a growth model each student is measured against a different set of students as opposed to a performance measure. He went on to explain, in a growth performance model each student is compared to students through the state with the same scores.

Dr. Knapp: asked if you can tie growth percentage to absence history? Mr. Admussen

noted the state does that and it does make a difference to the scores.

Dr. Knapp: asked if they have broken down percentage by income. Mr. Admussen noted that the numbers break down to lower income had lower growth but that is not always the case. The breakdown can be looked at other ways as well, with IEP's etc. Dr. Knapp noted that the state has an average of 30% absences over 10 days.

Dr. Knapp: break out the high achievers, median, low achievers. Mr. Admussen noted that in 4th & 5th there is a pattern of fairly good growth at the low or struggling students. There is a lower growth percentage in the advanced and proficient students.

Mr. Charron: asked what was next, how will this be used to drive the future?

Superintendent Coffin noted that the information/data will be gone over by each school by their data teams. Dr. Fortin will be working with curriculum.

B. Superintendent's Goals

Superintendent Coffin presented her goals to the School Committee. The Committee will discuss the goals and ask questions at the next scheduled meeting.

Preliminary questions;

Student Learning Goal

- not to make it all about the numbers.
- how to see the steps have a positive outcome.
- will this cascade to the principal's goals.
 - Superintendent Coffin noted it will go down to the principal's and a lot comes up from the principals. There is data focus throughout the district.

Professional Practice Goal

- break down data even more
- what action steps take care of curriculum gaps
- what would success look like
- reporting what action steps based on data
- add success implementation

School/District Improvement Goal #1

- no preliminary questions

School/District Improvement Goal #2

- develop a plan that facilitates the transitions between grades and schools
- are there specific ways that show success
 - there is no baseline yet
- address "learning loss" over summer

VII. Personnel

A. Personnel update

1. Food Service Director

Superintendent Coffin noted that Kevin Martin resigned and will be replaced by Kelly Slattery on October 21st. Anne Marie Beaupre will handle anything that comes up in the meantime.

VIII. Unfinished business

A. Transfer update - Mr. Ed Dunn, School Business Manager

Mr. Dunn supplied the Committee with an updated list of transfers that explain transfers over \$10,000. Mr. Dunn also explained the misc. reserve transfers. Ms. French questioned the \$16,200 expense for transportation. Mr. Dunn explained it was transportation to a vocational school, transportation out of district is mandated by the state.

IX. New business

A. Appoint Attendance Officer for 2016-2017 School Year (A.I.)

Motion: Ms. Bogdanovich moved to appoint Officer Krol as the attendance officer for the 2016/17 school year.

Second: Dr. Knapp

Vote: 5,0,0

Discussion: Superintendent Coffin recommended Officer Krol to the position of attendance officer. Officer Krol has held the position since 2010 and has licensure by the DESE for this position.

B. School Committee Goals discussion

Ms. French noted she had reached out to MASC for more information. Dorothy from MASC noted that some districts go over goals on a yearly basis other districts do not. The Committee discussed a timeline for goals and it was noted that setting goals should happen over the summer to be in place for the beginning of the school year. Dr.

Laughner noted that the members should set goals for themselves and look at previous goals. Mr. Charron questioned what the goals were last year and are they still relevant? Ms. French noted the policy manual is still an ongoing goal. Dr. Knapp noted it is advisable to set goals to get things done. Superintendent Coffin and Ms. French suggested each subcommittee develop a goal to overarch and support the whole district.

X. Reports of subcommittees

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

Dr. Knapp noted the subcommittee met earlier this evening. Discussions involved;

- existing data
 - to create data dashboard for district
 - connect to the strategic plan
 - use to make policy decisions
- review policies relating to curriculum and instruction, Mr. Charron noted they will start with Section I
- absence policy is up for consideration
 - Superintendent Coffin noted the assistant principals have met to address the concerns noted from a previous meeting. They will update with regard to handbook versus policy.

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

1. Policy JKD – Suspensions

Motion: Ms. Bogdanovich moved to add the insert to policy JKD

Second: Dr. laughner

Vote: 5,0,0

Discussion: Mr. Cameron explained the addendum to the Committee. The audit noted some missing items in the policy with regard to “students that have not been diagnosed with a disability”. Ms. Bogdanovich requested, if the Committee did not object, to move this policy forward as the amendment is due next week. Mr. Cameron noted that, if approved, the addendum will be sent out next week.

2. Policy BJ – School Committee Legislative Program

Ms. Bogdanovich noted that MASC suggests that the Committee should adjust this on how it would suit the district, it is not a mandatory policy. The Committee

discussed whether to rewrite the policy or add it into the governance roles. Mr. Charron suggested it should be kept as a policy but change the language. There may be a future Committee that would want to take it on. He suggests changing the language to "may" instead of "will". Dr. Knapp and Ms. Bogdanovich noted that the policy is not necessary. Dr. Knapp is hesitant to authorize just one member. The Personnel & Policy subcommittee will look at a change to the language and/or adding to governance role.

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

Ms. Bogdanovich noted the next meeting is October 25th.

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

Dr. Laughner noted they will meet Monday at 4:45 pm.

XI. Reports of school department liaisons

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

Ms. French noted at the last meeting they discussed the current bully policy is due for an update. Mr. Cameron has been working on it. The next meeting will discuss a progress report for the School Committee and will be reviewing the emergency procedures.

B. Technology Working Group (Dr. Laughner)

Dr. Laughner noted they have not met.

C. Collaborative for Educational Services (Dr. Knapp)

Dr. Knapp noted discussions included;

- Mt. Tom Academy - this is an alternative High School - financially it is not doing well.
- Early Childhood development presentation on Pre-K technology
- the Director is looking to meet with the School Committee

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

Dr. Laughner noted they will meet Thursday at 4:45 pm.

XII. Correspondence

A. Agenda, October 11, 2016

- B. September 27, 2016, Regular Session Minutes
- C. Personnel update
- D. 2016 Assessment Presentation
- E. Superintendent's Goals
- F. Budget transfers
- G. Recommendation for Attendance Officer
- H. Policy JKD – Suspensions
- I. Policy BJ – School Committee Legislative Program

XIII. Adjourn

Motion: Ms. Bogdanovich moved to adjourn at 8:45 pm

Second: Dr. Knapp


Vote: 5,0,0

Respectfully submitted by,

Ramona Griffin

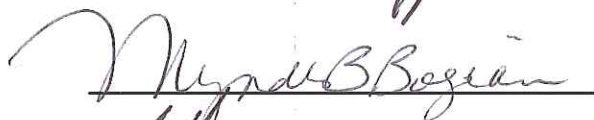
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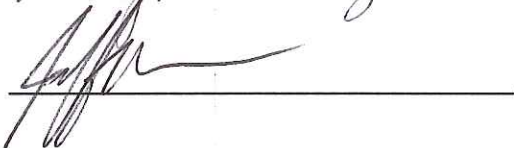
School Committee members' signatures:

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