



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
November 15, 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 (absent); 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 Daponde, BHS Assistant Principal; Mr. Bruce Hastings, BHS AD & Dean of Students; Ms. Eileen Farrington, SRE Assistant Principal; Mr. Robert Lachance, Director of Building & Grounds; Officer Jason Krol

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Mr. Parker Mas

VISITORS: Aimee Henderson, Amber Janes, Fran Frederick, Brook Beaulieu, Cara Lapenas, Kim Bernashe, Sheila Rosazza, Marion Bronner, Ann Banas, Christine Niquette, Thomas Howell, Ginny Bilz, various district employees

Minutes

Pledge of Allegiance

- I. Call to order
Ms. French called the meeting to order at 7:01 pm.
- II. Public comment regarding items on the agenda
There were no public comments regarding items on the agenda.
- III. Special awards and presentations
Superintendent Coffin noted there were 62 students that received the John & Abigail Adams Scholarship. They were recognized at the Veteran's Day Ceremony.
- IV. Update from BHS Student Advisory Council representative – Mr. Parker Mas
Parker Mas updated the Committee on the school happenings.

Cold Spring School

The students at Cold Spring School celebrated Veterans' Day with an interactive bulletin board located in the all-purpose room. Large red, white and blue stars were sent home to all the families to be decorated with pictures and names of relatives who have served in the military. They are displayed for all to see, read, honor and appreciate.

Swift River Elementary School

All third grade students at Swift River Elementary School, under the direction of Geoffrey Gould, music teacher, presented a Veterans' Day performance on Thursday, November 10th at Belchertown High School, where they invited a long list of service men and women in attendance to remember the sacrifices they have made and the courage it takes to defend honor, duty and country. The performance included a combination of music, readings, and a slide show to represent this special celebration of our armed forces.

Chestnut Hill Community School

Auditions were recently held at Chestnut Hill Community School for *Bookmarks the Musical*, which is a play written and produced by Steve Walkowicz and Josh Guerraz. In addition to the Pit Band and Chorus, there will be about 80 students on stage for at least 2 scenes. Rehearsals are underway and the final performances will take place on May 26th-27th, 2017.

Jabish Brook Middle School

On Monday, November 21st, students at Jabish Brook Middle School will take a field trip to visit the Pathfinder Showcase at Pathfinder Regional Technical High School from 9:00am-12:00pm.

Belchertown High School

On Thursday, November 10th, the Veterans' Day Assembly was held at Belchertown High School, followed by the presentation of the John and Abigail Adams scholarships to this year's group of student recipients. Yesterday was also the beginning of Spirit Week, with many activities planned in the coming days and continuing through Tuesday, November 22nd.

V. Approval of minutes (A.I.)

A. October 25, 2016, Regular Session

Motion: Dr. Knapp moved to accept the October 25, 2016 minutes as amended.

Second: Ms. Bogdanovich

Vote: 4,0,0

VI. Reports and recommendations of the Superintendent

A. 2016-2017 School Improvement Plans – Informational

Superintendent Coffin noted the school improvement plans line up with the district plan. Dr. Fortin spoke to the district improvement plan. It connects what we are working on now and to teacher evaluations. They are currently collecting feedback on

the professional development that took place in November.

School updates:

CSS: Superintendent Coffin updated the Committee on CSS plan. First goal, early childhood & state guidelines. There are new state guidelines. CSS is looking to create standards based report card. K-3rd teams are working on that. Standard based report cards would make it easier for families.

SRE: They are also working on a standard based report card.

Questions; Dr. Knapp how they will show social/emotional outcomes that students exhibit. Mr. Kuhn noted that they have a consultant again this year. They are working on tier 1-2 behavior strategies. They also have the Acting with a Purpose program. Dr. Knapp asked about the role of recess and student behavior. Mr. Kuhn noted that problems arise in common places like recess, lunch, hallways, bathroom, etc. They work on building expectations with students. SRE is working on staff speaking with "one voice" and having consistent expectations. Mr. Charron asked about the survey. Mr. Kuhn noted there are surveys that come with the program. They will develop their own as well. Mr. Charron noted that families are resources also. There should be reinforcement of the program at home.

CHCS: Superintendent Coffin noted CHCS focus is differentiated instruction. This is a constantly evolving process. They are also working on developing family partnerships, facilities, learning spaces, and what improvement are needed.

JBMS: They are working on formal and informal assessments, more SEL, digital communications. They are also looking at the possibility of changing the schedule. Questions: Dr. Knapp asked about the ELA changes. Mr. Ruscio noted that they revamped the curriculum to a vertical alignment with the 7th grade. Mr. Charron asked what was ESBURT. Mr. Ruscio noted it is the State Department of Ed at risk behavior screening across the state. It has expanded the health curriculum. Dr. Knapp questioned how Google classroom integration is working. Mr. Ruscio noted they have been working on technology upgrading for a decade. They have done a lot of training, they were the first school in district to use it 4 years ago. It is strategic and takes a lot of time and resources to keep up to date. 75 percent of the staff utilizes Google classroom now. They provide training to staff in the use.

BHS: Working on data being used for instruction, MassCore curriculum, getting ready for NEASC accreditation and are working on community and family partnerships.

Questions: Mr. Charron questioned goal #2 - math requirement will be 4 years. Ms. Vigneux noted that the freshmen coming in are now meeting that requirement. Dr. Knapp questioned the schedule. Ms. Vigneux noted that they are looking at data with Mr. Admussen, at credit requirements and the schedule will be looked at in the future.

B. Report on Ware safety visit

Officer Krol, along with Mr. Cameron, Ms. DuComb, Mr. Lachance, Mr. Kuhn, and the Superintendent visited the Ware district. They did a walk through with police on a lockdown. Mr. Lachance spent time with the facilities director. Mr. Kuhn noted that they have a plan has one coordinator for the whole district, done very professionally. Officer Krol spoke to the state police version, we have a good relationship with the local and state police barracks. They offer training for front office staff and bomb training. Ms. Bogdanovich questioned if this would revamp the procedure. Officer Krol noted it would bring it up to date. Mr. Cameron noted that Healthy & Safer Schools committee is looking at the procedures. Superintendent Coffin noted that they have met with fire and police chiefs and are looking at what we have done and what we need to do. The fire chief will be doing a walk through of all buildings with principals.

VII. Personnel**A. Update as of November 15, 2016**

Superintendent Coffin updated the Committee on personnel. Dr. Knapp asked for clarification of the Alternative Ed Supervisor and the Social worker positions. Ms. Vigneux noted the social worker is 100% for the Orioles program.

VIII. Unfinished business**A. Director of Building & Grounds Job Description approval – (A.I.)**

Motion: Ms. Bogdanovich moved to approve the job description of the Director of Building and Grounds.

Second: Mr. Charron

Vote: 4,0,0

B. Update on Professional Release Days (March 28 and May 2, 2017)

Superintendent Coffin noted the professional release days will be March 28th and May 2nd. These will be 2 hour early release. Students will be dismissed at 12:00 pm and 1:00 pm, they will still have lunches. They will be professional development days.

C. Water testing results

Mr. Lachance updated the Committee on the water testing.

- water testing done in October
- results received last week
- 300 test sent out
- 39 samples came in above limits
- instituted a flushing program on Tuesday
- water fountain work done at JBMS
- work on a CSS classroom sink
- retesting at CHCS tomorrow morning
- there are some sinks that will be hand washing only until work is done.

- Mass DEP will have results posted and the school website will also have the results posted.
- Water coming into the building was tested and meets all codes.

Ms. French questioned if the retesting continues. Mr. Lachance affirmed that testing is will continue. Dr. Knapp asked who did the testing. Mr. Lachance noted it was done in conjunction with UMass and the DEP. Custodians and Mr. Lachance collected the samples. They had a consultant working with them on sample collection. Dr. Knapp noted that the maps of testing done should not be posted per our policy. Dr. Knapp questioned if students are allowed to bring in water. Superintendent Coffin noted that water bottles are allowed. Mr. Ruscio noted that JBMS has changed the restriction this year.

IX. New business

A. Privacy recommendation for public spaces

Superintendent Coffin noted that there is new legislation regarding public facilities. Mr. Lachance gave some recommendations to the Committee.

- law doesn't require modifications
- option to have "all" gender bathrooms in each school
- majority of modifications will be signage
- SRE would need hardware costs
- locker rooms - private changing areas in all schools
- BHS and CHCS have curtains
- CHCS has a separate area that can be modified

Ms. French questioned the locks on doors. Mr. Lachance noted that anyone can go into the room and it will be lockable.

X. Reports of subcommittees

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

Dr. Knapp noted they have not met.

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

Ms. Bogdanovich noted they have not met.

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

Ms. Bogdanovich noted they have not met.

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

Mr. Charron noted they have not met.

E. Warrants

Motion: Dr. Knapp moved to affirm that the designated assignee has approved the payroll warrant in the amount of \$738,637.88

Second: Ms. Bogdanovich

Vote: 4,0,0

Ms. French noted at the last meeting there was a notice that new legislation will be in effect starting November 7th regarding how the warrants are to be done. School but the warrants will need to be voted on at an open meeting. Ms. Bogdanovich questioned if the Committee could get a pdf list of warrants to view before voting on them. Ms. French noted there will have to be an official vote on the dollar amount not each individual warrant. Ms. Bogdanovich would like to see a ledger or spreadsheet with the information before voting on it. The School Committee discussed how it would have to change the warrant signing process. Ms. French suggests that the Finance & Budget Subcommittee designate a warrant liaison to give a report to the full Committee.

XI. Reports of school department liaisons

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

Mr. Cameron noted they continue to update district bully and prevention. Will have an update for Committee in January. Mr. Charron questions what progress will be reported. Mr. Cameron noted they will identify bully prevention curriculum, education of parents, staff training, and events in schools. Mr. Charron would like to see how we measure reduction in bullying. Mr. Cameron noted that peacebuilders has been in place for several years. It was noted that after implementing the bullying numbers went down in data. With the new program the data numbers are down again. The plan is to evaluate every two years. The state requires reports on bullying incidents.

B. Technology Working Group (Dr. Laughner)

No report.

C. Collaborative for Educational Services (Dr. Knapp)

Dr. Knapp notes they hope to meet tomorrow if they have a quorum.

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

Mr. Charron noted they have not met.

XII. Correspondence

A. Agenda, November 15, 2016

B. October 25, 2016, Regular Session Minutes

C. School Improvement Plans

D. Personnel update

E. Director of Buildings & Grounds Job Description

F. Water testing results documentation and release

G. Privacy recommendations

H. Memo regarding Warrants

- XIII. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining Unit A, Teachers and negotiations with Single Contracts Employees and the Superintendent 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 8:46 pm. They will return to open session.

Vote:

Dawn French - yes

Thomas Laughner - absent

Michael Knapp - yes

Myndi Bogdanovich - yes

Jeff Charron - yes

School Committee returned to open session at 9:29 p.m.

Motion: Myndi Bogdanovich moved to adjourn at

Second: Jeff Charron

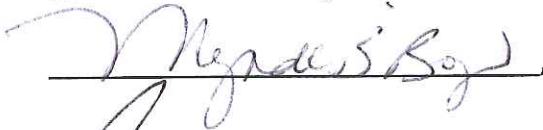
Vote: 4-0-0


Respectfully Submitted,

Ramona Griffin

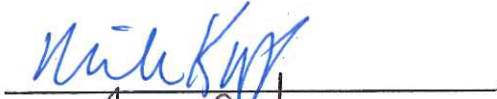
School Committee Secretary

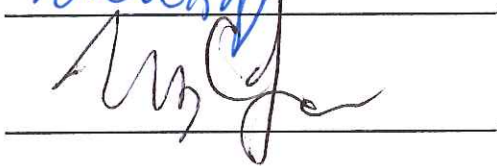
School Committee Signatures:

 _____, Myndi Bogdanovich

 _____, Jeff Charron

 _____, Dawn French

 _____, Michael Knapp

 _____, Thomas Laughner

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 Policy BEDH](#)).