

**HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035**

Minutes January 25, 2016 Hopkins Academy Music Room

5:00 PM

Hadley Public Schools – We are guided by the mission to provide a safe and supportive environment that fosters cooperation, critical thinking, creativity, and integrity; and educating students to contribute positively to a global society.

Call to Order/Members Present

Dunlavy called the meeting order at 5:00 PM. The following members were present: Klesch, Phifer, Grant and Dunlavy.

Record of Votes

- *Klesch moved to enter Executive Session to discuss strategy with respect to collective bargaining. Klesch determined an open meeting would have a detrimental effect on the bargaining position of the public body and to reconvene in open session. Grant seconds. Roll Call Vote: Dunlavy- Yes; Grant-Yes; Phifer- Yes; Klesch – Yes.*
- *Approval of December 21, 2015 minutes – Grant moves to approve minutes of December 21, 2015 school committee meeting. Phifer seconds. Vote 4-0-0.*
- *Approval of Hartsbrook School – Grant moves to approve Hartsbrook School as an operating private school in school year 2015-2016. Klesch seconds. Vote 4-0-0.*
- *Approval of Changes to Europe Field Trip Hopkins Academy April 2017 – Klesch moves to approve revisions to 2017 Europe field trip for HA students as presented in School Committee packet. Phifer seconds. Vote 4-0-0.*
- *Approval to use school choice funds – Klesch moves to approve \$15,000 from school choice funds to support a one-time implementation fee for School Brains student information system in FY16. Grant seconds. Vote 4-0-0.*
- *Creation of Student Activity Fund for Nicaragua Service Learning Trip 2017 – Klesch moves to approve the creation of student activity fund for the Nicaragua Service Learning Trip 2017. Phifer seconds. Vote 4-0-0.*
- *Declaration of surplus – Grant moves to designate the list of library and media materials submitted by Ms. Bohall as surplus. Phifer seconds. Vote 4-0-0.*
- *Revision to District Capital Plan – Klesch moves to revise capital plan to include installation of air conditioning units at HES. Phifer seconds. Vote 4-0-0.*
- *Adjournment of regular meeting – Grant moves to adjourn at 7:35 pm. Klesch seconds. Vote 4-0-0.*

Decisions/Actions

- School Committee welcomed student representatives Jennie Moss and Bridget Lashway.
- Adjustments to the agenda included: student representatives to School Committee; vote on bus bid.
- School Committee will discuss the moratorium on standardized statewide testing presented by the HEA and MTA in January when a HEA representative is present.
- Committee members discussed the advantages and disadvantages of administering PARCC/MCAS in 2016.

Summary of Discussion on Each Subject Presented to Committee for Consideration

Adjustments to the Agenda

Dunlavy stated the school committee must give its annual approval to Hartsbrook School.

Approval of Hartsbrook School

McKenzie reviewed the Hartsbrook School application to operate as a private school in Hadley. The school committee must vote annually to approve the school. McKenzie reported Hartsbrook had submitted all required

documents. Phifer asked what would happen should the school committee withhold approval. McKenzie explained the school committee would have to provide a rationale for its decision and Hartsbrook would appeal any decision that appeared arbitrary or unfounded.

Helping Hearts for Hadley Schools

Stacey Mushenski presented the school committee with a check for \$18,000. School committee members and McKenzie expressed their appreciation for Helping Hearts. Phifer asked how teachers are using the money. McKenzie and Mushenski reported teachers had purchased various computer software and hardware, materials and supplies, library books, equipment for physical and occupational therapy, and supplemental learning materials for students. Mushenski stated registration for the April 10, 2016 Helping Hearts race will begin on January 26, 2016. Enrollment in the 2015 race was 600 and approximately 200-300 volunteers and spectators show up.

HEA Support for Moratorium on Statewide Standardized Testing

Ms. Camuso presented the position of the HEA on statewide standardized testing. The HEA, in line with the MTA, is seeking support from school committees for a bill that calls for a moratorium on the high-stakes use of standardized tests. Ms. Camuso indicated the HEA would like the school committee to reconsider the use of high stakes standardized testing for graduation requirements and teacher evaluation. Dunlavy assumed HEA would ask for a hiatus because the state testing environment is in flux. Grant indicated that the documents in the packet did not accurately reflect the concerns the HEA identified during the meeting. Camuso offered to meet with the HEA president, review the specific concerns of the HEA, and bring those back to the school committee for its support in February. McKenzie and Dunlavy indicated the school committee does not have the authority to waive the MCAS graduation requirement.

HA Europe Trip 2017

Ms. Camuso requested permission from the school committee to move the 2017 Europe trip from February break to April break. February break conflicts with tournament season for winter sports. Moving the trip to April will result in a cost increase but the parents with whom Ms. Camuso spoke did not indicate that the change in price would be cost prohibitive. Grant suggested having the policy subcommittee review the existing field trip policy and make sure it aligns with most recent recommendations from MASC. Grant will send the information to McKenzie. McKenzie will schedule a policy subcommittee meeting. Cristoforo (parent, teacher) asked if school committee could create a policy that prevented conflicts between field trips and athletics. Camuso explained that teachers always coordinate with the athletic director. Dunlavy stated that would not be in the purview of the school committee.

School Brains Student Information Management System

Mr. Duffy presented an overview of the School Brains student information system. Mr. Duffy recommends using School Brains (SB) for the following reasons: DESE recommends SB as a SIS vendor; SB has a larger set of integrated applications that will allow HPS to replace software applications; schools using SB have reported fewer problems with MA state reporting requirements; HPS anticipates having fewer data errors; conservative cost avoidance estimates indicate HPS can expect to save \$9,402 annually beginning in FY17. Klesch asked if the communication function would replace One Call. Duffy said it would. He noted the cost of One Call is about \$400 less however the advantage of using SB would be that the data would be updated regularly and therefore be more accurate. There is a onetime data conversion and implementation fee of \$15,000. Based on conservative cost avoidance estimates, the onetime fee would be recouped by the district in 1.6 years. Administrative Assistant, Ms. Feltovic strongly recommended making the change to SB.

Student Representatives

Bridget Lashway and Jennie Moss presented an overview of upcoming events at HA. Jennie Moss reviewed the schedule for Spirit Week. Moss also reported that Mr. Beck will administer a survey to students and staff regarding the new schedule. Lashway reported HA students will host a community event to get feedback from the community and parents on student learning expectations and framing the future path for our school. The students

also presented information gathered through a survey to the senior class and class conversations regarding the school committee decision to select a single color for graduation robes. Lashway stated several students looked forward to wearing either a white or blue gown. Lashway indicated several students felt as though they should have had greater input in the decision. Lashway stated students had discussed several options including all students wear one color and students choosing from 2 or 3 colors. Lashway asked the school committee if it might reconsider its decision. School committee members expressed concern that allowing students to choose from 2 or 3 colors may still result in many students making a choice based on gender and other students feeling pressure to make a certain choice. Klesch indicated that the school committee had intentionally voted in such a way to give students a choice that they had not previously had (to determine the color of their graduation robe). Jennie Moss echoed the concern that if students were able to choose a color some students may feel implicit pressure from students and from the community to pick a particular color. Phifer thanked the students for their thoughtful discussion and questions and stated that the school committee must continually strive to make sure its decisions are clearly communicated. Phifer encouraged the students to speak up at meetings if they believe a school committee decision may benefit from additional student input.

DIBELS HES Data

McKenzie presented benchmark 2 assessment data from the Dynamic Indicators of Basic Early Literacy Skills administered in grades K-3. Grades 1-3 showed a decrease in the percentage of students requiring intensive support to meet literacy goals. Mean composite scores for students in grades 1-3 were all above goal for benchmark 2. Kindergarten showed a slight increase in the percentage of students being on track to meet literacy goals. McKenzie attributed the results to the efforts of our educators and the tiered instructional program implemented at HES.

FY17 Preliminary Budget Report

Desjardins and McKenzie presented data on school choice enrollment trends, changes in FTEs, changes in salary expenditures, and changes in out of district tuition costs, and projections for the special education reserve fund. The school committee packet included a preliminary FY17 level service budget request and needs based budget request. Total level service budget request is projected to be \$7,750,766 of which \$6,799,971 is local funding. Principal Udall submitted a written request with supporting data to increase the instructional integrationist position from .5 FTE to 1.0 FTE and to add one additional teacher to HES. If all FY17 requests were included in the budget, the total budget would be \$7,843,125 of which \$6,892,330 would be local funding. Grant stated the increase in net town revenues for FY17 is anticipated to be \$300,000 and that the level service budget for the school department includes an increase of \$332,451. Grant asked which budget figures had been provided to the town. McKenzie stated that the town was using the figures from the budget projection submitted by Superintendent Moyer and the school committee a few years back. The FY17 projection the town had for the school department was \$6,867,453. Finance committee will meet to review the budget and make revisions.

Personnel Report

Notice of Pat Bell's retirement was included in the personnel report. McKenzie thanked Pat for her service to the district. McKenzie asked the school committee if it would be interested in having CES review the strengths and weaknesses of the current organizational/administrative structure in special education and make recommendations and/or present possible options for reorganization. Committee members expressed an interest in getting more information about what CES might offer. Dunlavy stated she would like to hear Bell's perspective on what is working and what could be improved in the current organizational model.

Public Comment Period

There were no comments from the public.

District Strategy Progress Report

The District Strategy Progress Report was enclosed in the packet. There were no questions.

Expense Report

Desjardins reviewed the expense report. Desjardins noted there were no items of significance to report.

Revolving Accounts

Desjardins reviewed the revolving account report. Desjardins noted that fluctuations in the lunch revolving account may be attributed to when income is received from the state.

Grant Report

Desjardins presented the grant report. Desjardins would like to spend down grants to avoid having funds cut mid-year.

Generator Contract

Desjardins received the signed generator contracts. The project will take approximately 8 weeks to complete once the project is started.

Creation of SAF for Nicaragua Trip

Students have begun fundraising for the 2017 trip to Nicaragua. Desjardins asked school committee to approve the creation of a SAF to deposit proceeds from fundraising.

Bus Bids

Desjardins will begin working on specifications for a full size bus. Desjardins has ordered the midsize bus and anticipates it will be delivered in six to eight weeks.

Repair/Bridge Work in Hadley

Families will be notified of any changes to bus routes due to upcoming construction on the Fort River Bridge.

Library Surplus

McKenzie presented the most recent list of library and media materials Ms. Bohall recommends be declared as surplus. Committee members asked about the criteria used when weeding the library collection. McKenzie stated that Bohall uses criteria established by her professional association including, but not limited to, frequency with which item is checked out, time since last check out, and ensuring the collection represents diverse viewpoints, authors, and experiences. Bohall also confers with content area specialists when weeding nonfiction materials.

Finance Subcommittee

Dunlavy and Klesch are on finance subcommittee and will meet in February to review the FY17 budget. McKenzie will schedule finance subcommittee meeting.

Unit D Negotiations

Klesch reported discussions with labor are focused on finalizing a compensation package.

Parent and Community Survey

Klesch would like to review the parent and community survey in February in order to make revisions. Klesch also noted that SEPAC will send out a survey this week. She encouraged all families to participate.

CES Update

Grant stated CES has not met since the last school committee meeting.

Building and Grounds Subcommittee

Phifer reported that the building and grounds subcommittee met in January to review building repair projects, the capital plan, and MSBA funding opportunities. The building and grounds subcommittee discussed the need to have the heating system at HA put online with a new vendor. The vendor that installed the system has since gone out of business. The cost to do this is approximately \$5,000 and would be completed in FY17. Building and grounds subcommittee recommends updating the district capital plan to include air conditioning at HES. Building and grounds has a meeting scheduled for February 3, 2016 in the superintendent's office at 4 pm. A representative from Berkshire Design will attend the meeting to discuss logical phases for the athletic fields' project.

School Committee Position on Charter Schools

McKenzie reviewed the position of the CES Board and several member superintendents regarding charter school funding. Dunlavy offered to attend a meeting hosted by Senator Rosenberg's office on charter school legislation. Dunlavy will report back to the committee.

List of Documents and Exhibits Used at Meeting

- Agenda January 25, 2016
- December 21, 2015 School Committee Minutes
- Hartsbrook School Approval Packet 2016
- Change to Field Trip Request Europe 2017
- Letter from HEA President requesting support for moratorium on high-stakes standardized tests
- Resolution calling for a moratorium on high-stakes standardized tests
- School Brains PowerPoint
- DIBELS Data PowerPoint
- FY17 Budget Data Power point
- FY17 Summary of Budget Changes and Excel Workbook
- HES Budget Request FY17
- District Strategy Document and Progress Report
- Personnel Report 1/25/2016
- Expense Report 1/20/2016
- Grant Allocations for FY16 dated 1/20/2016
- Revolving Account Report
- Physical Plant Repairs and Renovations HPS
- 5 Year Capital Plan and Timeline (revised)
- Overview MSBA CORE Program
- Letter to the Editor from CES superintendents
- List of Library Surplus

Names of Remote Participants

No members participated remotely.

Next Regular Meeting Dates

February 22, 2016 at 5:30

Adjournment _____7:35_____PM