

**HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
Minutes-May 24, 2021**

**[Zoom](#) Meeting**

**5:30 PM – Regular Meeting**

**Present: Klesch, Phifer, Fasihuddin, Brugger, Percy, McKenzie, Desjardins**

**1. Call to Order**

Fasihuddin made a motion to open the meeting, seconded by Percy. Vote was 5-0-0.

**2. Adjustments to the Agenda**

Business Manager Reports to be moved up on the agenda to accommodate need to attend another meeting.

McKenzie suggested that the Reorganization be moved to the end of the agenda.

**3. Public Comment**

Klesch reviewed the public comment policy.

There were no participants in public comment.

**4. Business Manager Reports**

- a. Expense- Desjardins said that most of the grant expenditures have been moved from expenses. There are adequate funds to close the fiscal year. Open purchase orders will be closed at the end of the year and encumbered funds will become available.
- b. Grants- Majority of the grants have been spent. The ESSR 113 grant still has funds but will be rolled over to next fiscal year. Learning devices grants expenditures have been ordered. Desjardins reviewed the remaining grants purchases and balances and said that they will all be expended by the end of the fiscal year.
- c. Revolving- Lunch account balance does not show the April revenues yet, but there should be a positive balance. Desjardins reviewed the Pre-School Account anticipated deficit. Student Activity and Hadley Kids accounts were also reviewed by Desjardins.

Klesch asked how the recent town meeting votes affected the school budget. McKenzie said that the town moved the Hadley Kids revolving account over to the schools.

**5. Presentations/Discussion Items**

- a. [Update](#) on [Phase I](#) of HA Athletic Fields - Carlos Nieto-Mattei from Berkshire Design was present to report on the final phases of the athletic fields project. He said he wanted to address issues of drainage and field mowing. He explained the irrigation system and ponding of water on the fields. Carlos reviewed how he assessed the situation and made recommendations to the contractor to improve drainage. He spoke about the irrigation system and the rain sensor and that some re-programming management of that would be needed. He added that the local contractor is willing to work with Jeff Mish to address the problems. The grading was checked and has been done correctly. The site is challenging because it is in a flood plain and high groundwater. Carlos said that underground additional draining would improve the situation if needed. It is an expensive project and he recommends waiting until the root system of the grass develops further to see if the drainage capacity improves. The softball field areas that need it, will be rerolled within the

current contract. Phifer thanked Carlos for his presentation and recommendations. Phifer said he would look into setting up a meeting with CPA about closing out the project.

- b. School Start Time Proposal and Schedule for Surveying Staff, Students, and Parents  
McKenzie said surveys had been sent to HA staff. Of 31 responses, instruction beginning at 8:45 and ending at 3:15, 17 responded positively. 14 said HA should keep the current schedule. Staff members added some comments and questions. The effect on sports were mentioned. McKenzie explained why the times selected for start time was chosen and reviewed how bus transportation could be scheduled with the later start time. She said that the SC should get input from parents and students. Any changes to the schedule for teachers would have to be negotiated with the affected bargaining units. Klesch encouraged additional input and research regarding the issue. Fasihuddin mentioned that the national research is clear that the later start time is a net positive for students. Phifer agreed that the data is compelling. McKenzie said that the state task force is mandated to recommend the change in start time. Brugger suggested informing families in her newsletter prior to the survey.
- c. School Districts Adopting Indigenous People's Day  
Fasihuddin spoke of the change of language from Columbus Day to Indigenous People's Day and mentioned 14 districts in the state that have already adopted it. McKenzie said that there may be some student groups who may want to give input if the SC wants to pursue this issue. SC members agreed to pursue further input.
- d. Special Education Administrator [Search](#) and Job [Description](#)  
McKenzie said that the job description was slightly revised and reviewed by the attorney. The job has been posted and initial interviews will take place in early June. She outlined the procedures for establishing the screening committee, interview committee, and finalist committee. The final recommended candidate would be brought to the SC. McKenzie suggested that Tara Brugger had the knowledge and experience to serve as the SC Special Education liaison. All SC members agreed. Fasihuddin made a motion to approve the Special Education Administrator Job Description as presented. Percy seconded and the vote was 5-0-0.
- e. District Cook Job Description- McKenzie informed the SC that Food Services Director was recommending this position in a re-organization with one head cook for the district. Zak 's proposal would be more efficient and cost effective. Brugger made a motion to approve the District Cook job position. Phifer seconded and the vote carried 5-0-0.
- f. Instructional Technology Specialist Teacher- McKenzie provided a background on the position, which was then titled Technology Integration Specialist, with the role of assisting teachers and providing resources. McKenzie said that Maureen Tumenas has done a wonderful job in providing support and establishing several technology resources. Since that time, a Project Lead the Way Grant has been awarded and it is now more advantageous to have the position include teaching children digital literacy and computer science. The position will remain .5 FTE but will now include working with students as well as teachers. McKenzie said that the individual in the position is qualified to fill the position. It is funded in the operating budget not the grant. Fasihuddin commented that this was appropriate

and makes sense. She asked if the position would serve both schools. McKenzie said that the focus would be on the elementary school at this time. Fasihuddin made a motion to approve the Instructional Technology Teacher job description. Brugger seconded and the vote carried 5-0-0.

- g. Review of Public Health Data- McKenzie reviewed the latest data with Hampshire County cases steadily dropping. New England is leading the way in vaccinations. There will be vaccination clinic at Hopkins for students. McKenzie did acknowledge that there had been a recent localized community outbreak related to a sports activity. She made the point that asymptomatic cases that are identified prevents spread of the virus. Fasihuddin expressed sympathy for the Ring family who recently lost a family member to COVID and encouraged contributions to the family.
- h. Reorganization of the Committee
  - o Election of Chairperson – Nomination of Fasihuddin-Motion Klesch; Second: Brugger. Klesch commended Fasihuddin for her dedication and work on the SC. Brugger thanked Klesch for her service as an effective leader. Phifer and Percy in agreement and support. Fasihuddin accepts.
  - o Election of Vice-Chair/ Secretary – Nomination of Phifer by Klesch. Phifer accepts.
  - o Appointment of Policy Subcommittee- Fasihuddin describes role of committee. Brugger and Fasihuddin express desire to stay on. SC members in agreement.
  - o Appointment of Finance Committee- Percy said he would be happy to stay on the committee. Brugger said she would serve as a backup if needed.
  - o Appointment of Capital Planning Sub Committee- Phifer will continue in the role with support of SC members.
  - o Appointment of CES Representative- Fasihuddin describes role of the appointment and the District benefits of membership. Klesch said she would be happy to take on the role. SC members were in agreement.
  - o Signers for Bills and Payroll
    - i. Primary - Percy
    - ii. Alternate - Phifer

Fasihuddin takes over the meeting as Chair.

## **6. School Committee Reports/Discussion**

- a. CES – Fasihuddin- Finalists for the Executive Director were interviewed. The new Executive Director is Todd Gazda.
- b. Finance – Percy- Budget was passed and Town was pleased that the School presented a level funded budget. Fasihuddin thanked McKenzie for her stewardship of the budget.
- c. Policy - Designating Smith Vocational as Ch. 74 Program Provider [Policy](#) Recommendation Attorney Roche- Brugger said this is a common practice for districts that have a preferred vocational school, with limited exceptions. McKenzie said she would like a vote on this. Phifer commented on the language in the policy in regards to disapproving an application for a non-preferred vocational school. McKenzie responded and clarified. Klesch agreed that some of the language in the policy is not clear. Fasihuddin suggests that SC approve the policy at this meeting and review and clarify and refine the language and bring it back if needed. Phifer mad a motion to approve the policy JFBC. Klesch seconded.

- d. Fields and Capital - Massachusetts School Building Authority Application Update – Phifer spoke to the grant application being resubmitted. He said that he believes Hadley is not on the priority list. He said that the conversation could be introduced regarding the future status of Hopkins. Fasihuddin said that new strategies conversations should be planned. The annual retreat may be a possibility for the discussion.

## **7. Announcements**

Fasihuddin said that Hadley Learns is celebrating their one-year anniversary with June and July focusing on community safety.

## **8. Action Items**

- a. Approval of Minutes April 26, 2021- Motion: Phifer; Second: Percy; Vote: 5-0-0.
- b. Approval of AP Warrants for April 2021- Motion: Brugger; Second: Phifer; Vote: 4-0-1. (Klesch abstains)
- c. Approval of Warrants for April 2021- Motion: Klesch; Second: Percy; Vote: 4-0-1 (Phifer abstains)
- d. Approval Job Description - Instructional Technology Specialist Teacher – Motion: Fasihuddin; Second: Brugger; Vote: 5-0-0.
- e. Approval Job Description- Special Education Administrator- Motion: Fasihuddin; Second: Percy; Vote: 5-0-0.
- f. Approval Job Description- District Cook- Motion: Brugger; Second: Phifer; Vote: 5-0-0.
- g. Approval of Policy JFBC- Motion: Phifer; Second: Klesch; Vote: 5-0-0.
- h. Approval of FY22 One Year Contract Extension with UPSEU- Motion: Klesch; Second: Brugger; Vote: 4-0-0.

## **9. Next Meeting Dates- June 28, 2021**

## **10. Convene Executive Session**

*Move to go into Executive Session to discuss strategy with respect to collective bargaining, and to reconvene in open session. Klesch made motion to move to Executive Session: Brugger seconds. Vote: 4-0-0.*

*Roll Call Vote: Fasihuddin\_\_yes\_\_\_\_ Brugger\_\_yes\_\_\_\_ Klesch\_\_yes\_\_\_\_ Phifer\_\_left meeting\_\_\_\_ Percy- yes*

## **Reconvene**

The SC voted to approve FY22 One Year Contract Extension with UPSEU with a 1.5% COLA increase.

## **11. Adjourn Regular Meeting**

Klesch made motion to adjourn the meeting. Brugger seconded and the vote carried 5-0-0.