

**HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035
Minutes July 25, 2016 Hopkins Academy Music Room**

5:30 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 5:30 PM. The following members were present: Grant, Klesch, and Dunlavy.

Record of Votes

- *Approval of June 27, 2016 minutes– Grant moves to approve minutes of June 27, 2016 School Committee meeting. Klesch seconds. Vote 3-0-0.*
- *Approval of Special Education Administrator Contract – Klesch moves to approve the Special Education Administrator contract as presented. Grant seconds. Vote 3-0-0.*
- *Approval HES Handbook – Grant moves to approve revisions to the HES 2016-2017 Handbook. Klesch seconds. Vote 3-0-0.*
- *Adjournment – Klesch moved to adjourn the meeting at 6:15 pm. Klesch seconds. Vote 3-0-0.*

Decisions/Actions

- Chair adjusts agenda to move presentation of family and community survey data to August meeting of the School Committee. McKenzie requests School Committee review/approval of HA Handbook move to August.
- School Committee recommends minor revisions/corrections to policy EFDA and JIF-R. Revisions will be reflected at the second reading of policy in August.
- School Committee will review resolution language pertaining to Charter Schools at its August meeting.
- School Committee elected to change its August meeting date to August 29, 2016 at 5:30 PM.

Summary of Discussion on Each Subject Presented to Committee for Consideration

Adjustments to the Agenda

Dunlavy moved presentation of family and community survey data to August. McKenzie requested review/approval of HA Handbook move to August.

Personnel Report

McKenzie reviewed personnel report and informed School Committee that Ms. Davis, school psychologist at HES, had submitted her resignation on July 25, 2016. Ms. Davis had been looking for a job in Connecticut and was successful in securing a position closer to home.

Public Comment Period

There were no comments from the public.

Expense Report

Houle reviewed the expense report. Houle stated that all FY16 funds have been expended except for \$4,920.43. These funds will be used to pay any outstanding invoices that may come in for FY16. Once all invoices have been received, Houle will reclassify expenditures to expend any unused FY16 funds. Houle noted that there are some lines in the negative but that these lines are offset by lines that are in the positive. The bottom line for FY16 currently shows a positive balance of \$4,902.43 with 99.92% of all funds expended.

Grant Report

Houle distributed a revised grant report. \$119,364.28 of Circuit Breaker funds will be carried over to FY17. There is currently \$422.18 remaining in the health grants. If the health office does not receive any additional invoices,

unused funds will be returned to the state. Donald Pipczynski, Select Board liaison to the School Committee, asked for an explanation of how Circuit Breaker funds are used. Houle explained the grant provides relief for districts that have extraordinary costs associated with special education. Klesch asked Houle about the status of the Kindergarten grant. Houle explained the grant had been eliminated from all budgets (House, Senate, and Governor's). Dunlavy asked if any additional cuts are anticipated. Houle indicated definitive information on final cuts will be known once the Cherry Sheet is available from the Commissioner of Revenue.

Revolving Accounts

Houle reviewed the revolving account report. She noted that the school lunch program has a positive balance because the director's salary was transferred to the operating budget. This will ensure there are funds for orders at the beginning of the school year and these orders should not put the account immediately in the negative. The Pre-K account decreased because program expenses are transferred to the revolving account at the end of the year. Klesch asked if Unit D negotiations have any impact on the Pre-K revolving account. McKenzie indicated that since Unit D employees are part of the Pre-K program, their salary expenses are included in the expenses apportioned to the PreK revolving account.

School Committee Reports

Policy Subcommittee

Grant reported the policy subcommittee recommends replacing existing policies JICH and JICG with policy JICH based on language from the Massachusetts Association of School Committees. The policy subcommittee recommended striking the phrase "by students" in the MASC policy. Klesch asked if the School Committee had the authority to enforce this. Grant indicated yes; the School Committee currently has policies prohibiting the consumption of alcohol by adults at school events or on school grounds. The new policy would be aligned with existing policies. Grant reported the policy subcommittee drafted a Food Service Account Management Policy modeled after Norwell School District Policy. Dunlavy suggested striking the words "each day" in the first sentence of subsection Full-Pay Students. Klesch suggested removing the statement "A la carte purchases must be prepaid" from the subsection Free Meal Benefit. Dunlavy suggested making the final sentence in each of the three subsections at the start of the document the same (i.e., "A student will not be allowed to charge a la carte items once they have a negative balance on their account."). Grant reported the policy subcommittee recommends adopting revisions to policy JJF-R per the auditor and DESE. Klesch noted a typo on the first page of the policy. All recommended revisions and corrections will be presented at the second reading of policy in August.

Tri-Board/Capital Planning Subcommittee

Dunlavy reviewed the documents presented by School Committee at the last Tri-Board meeting. Dunlavy reported that at the request of David Nixon, she submitted a brief paragraph explaining the rationale for FY17 capital priorities. Dunlavy reported that she requested information regarding the type of AC that should be considered for HES (mini-splits or central air). Tim Neyhart, Town Building Inspector, recommends mini-splits and is researching a rough cost estimate for the school department. Dunlavy reviewed the budget projection presented to the Tri-Board. Klesch indicated that the majority of the presentation was dedicated to explaining the rationale behind the budget projections. Pipczynski explained that the Select Board is working on setting priorities and that the School Committee should be prepared to provide the dollar amount it would need should the town decide to pursue a two and a half override. Klesch stated that should the town decide to pursue an override, the School Committee should consider what information the public needs, specifically what would the funds be used for and why the funds are necessary. Klesch asked about how CPA funding may figure into capital planning. Dunlavy explained that the warrant closes on August 31st but the CPA does not meet until September 12th. Dunlavy requested that David Nixon put a placeholder for the athletic fields on the warrant. Grant asked if the School Committee would be on the agenda for the next CPA meeting. Dunlavy stated that David Nixon and the chair of the CPA committee have copies of the proposal; therefore the School Committee should anticipate being on the September 12th agenda.

CES Update

Grant reported the organization "Save Our Schools" made a presentation to the CES Board. The organization assists public schools with creating campaigns highlighting the importance of public schools. Grant reported that several school committees had adopted resolutions in response to the charter school question on the November ballot. Grant stated she would bring sample resolution language to the August meeting and the committee could decide if it would adopt a resolution. Grant also reported that Facebook has "unofficial pages" for organizations. Information shared on social media about organizations is collected and put on the unofficial page. She found that Hadley Public Schools has several such pages. McKenzie will request that the network administrator identify the pages and claim them. Grant also reported that the Mount Tom Academy program at CES will remain open in FY17.

Klesch asked to circle back to the CPA proposal. She reminded the public that the proposal to the CPA was to support the athletic fields. The current capital plan recommended by the School Committee assumes CPA funding. If the school department were not successful in securing these funds, the athletic fields would not remain a priority in FY17 because there would not be funding available for the project.

List of Documents and Exhibits Used at Meeting

- Agenda July 25, 2016
- June 22, 2016 School Committee Minutes
- District Strategy
- Personnel Report 7/25/2016
- 2016-2017 Summary of Handbook Changes HA
- 2016-2017 Summary of Handbook Changes HES
- Expense Report 7/21/2016
- Grant Allocations for FY16 dated 7/23/2016
- Revolving Accounts Report
- Minutes Policy Subcommittee 7/18/2016
- Policy JICH recommended
- Policy JICH and JICG current
- Policy EFDA recommended
- Policy JJF-R recommended
- Five Year Capital Budget and Timeline by Priority and Year
- Five Year Budget Project Presented to Tri-Board
- Minutes Capital Planning Subcommittee 6/2/2016
- CPA proposal dated 7/25/2016
- Letter from CES to member superintendents

Names of Remote Participants

No members participated remotely.

Next Regular Meeting Dates

August 29, 2016 at 5:30

Adjournment _____ 6:15 _____ PM