

HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035

Minutes August 29, 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, Phifer and Dunlavy.

Fasihuddin entered the meeting at 5:33 PM.

Record of Votes

- *Approval of July 25, 2016 minutes– Grant moves to approve minutes of June 25, 2016 School Committee meeting. Klesch seconds. Vote 4-0-0.*
- *Approval of School Committee Policies JICH, EFDA, and JIF-R – Grant moves to accept policies JICH, EFDA, and JIF-R as amended. Fasihuddin seconds. 5-0-0.*
- *Approval HA Handbook – Klesch moves to approve revisions to the HA 2016-2017 Handbook. Phifer seconds. Vote 4-0-0.*
- *2016-2017 Calendar Correction – Grant moves to approve 2016-2017 calendar as presented. Phifer seconds. Vote 5-0-0.*
- *Disposition of surplus materials HA English Department – Klesch moves to donate surplus English Department books. Phifer seconds. Vote 5-0-0.*
- *Adjournment – Fasihuddin moved to adjourn the meeting at 6:40 pm. Klesch seconds. Vote 5-0-0.*

Decisions/Actions

- Chair adjusts agenda to move superintendent evaluation to September.
- School Committee recommends using athletic revolving account to accept financial support/donations for the Hopkins Academy Athletic Fields' Improvement Project and include regular reports on donations/expenditures separate from other revolving accounts.
- School Committee will review choice and charter enrollment and financial data at its September meeting.
- Policy subcommittee reported it will meet quarterly.
- Survey subcommittee will administer survey biennially.

Summary of Discussion on Each Subject Presented to Committee for Consideration

Adjustments to the Agenda

Dunlavy moved superintendent evaluation to September.

HA Handbook

McKenzie and Beck reviewed changes to HA Student Handbook. McKenzie indicated that there had been a concerted effort to make the handbooks more reader friendly by removing information in handbooks that is printed/available elsewhere. Grant asked why the section entitled "students' rights and responsibilities" had been removed. Beck explained that section had pertained to senior privileges and was disseminated to students and parents separately.

Town Meeting Request

McKenzie reminded the public that there will be a special town meeting on October 27th. McKenzie stated that the school department is requesting restoration of the \$75,000 that was cut from the FY17 budget. These funds had been designated primarily for the purchasing of textbooks, materials, and supplies that were not required in the

first six weeks of school. McKenzie stated that there will be two opportunities for the public to discuss with town representatives the five year budget projections for the town and the warrant articles scheduled for special town meeting in October. The first meeting will be on September 14th and another meeting immediately preceeding special town meeting. McKenzie strongly encouraged the public to attend special town meeting and support the schools.

Personnel Report

McKenzie indicated that there is currently one unfilled position, an occupational therapist for the district.

Introduction of Dr. Wickman

Dunlavy introduced Dr. Wickman, interim principal of HES. Dr. Wickman addressed the audience and highlighted her experience as an educator with 36 years of experience in public education, 16 years in administration and 10 years as a superintendent.

Public Comment Period

Mr. Pipczyinski indicated that a Tri Board meeting was scheduled. Dunlavy stated Tri Board would be included in the School Committee reports.

Expense Report

No expense report this month. McKenzie explained that the budget had not yet been completely rolled over from FY16 to FY17. Expense, grant, and revolving reports would be included in the September packet.

Establishment of a Fundraising Account Within Existing Athletic Revolving Account

Houle explained that the School Committee could start a revolving account using the town's guidelines to do so. Houle suggested utilizing the athletic revolving account and closely tracking all donations meant for the field improvement project. Dunlavy asked members their opinion regarding the account. Grant raised the issue of how to ensure all deposits and expenditures were clear to the public and transparent. McKenzie said that fundraising activity associated with the account would be presented regularly as part of the school committee financial reports.

Choice and Charter Revenues

Dunlavy requested Houle bring information regarding charter and choice revenues to the September School Committee meeting. Phifer asked about charter and choice enrollments. McKenzie stated she would bring the enrollment data to the September meeting as well.

School Committee Reports

Policy Subcommittee

Grant reported the committee had three policies for second and final reading. The policies incorporated minor revisions suggested by the School Committee in July. Fasihuddin stated the policy subcommittee agreed to meet quarterly to review policies and recommend revisions as needed.

Family and Community Survey

Fasihuddin reviewed results from the Family and Community Survey distributed at the meeting. Fasihuddin reviewed the various ways in which the School Committee had solicited input from the community in 2016, including the electronic parent survey, the SEPAC general and special education parent survey, the athletic program review, and the library survey. Fasihuddin reviewed participation rates (75 families), revisions to the survey since it was last administered and key findings. The survey subcommittee reduced the questions by 50% and separated responses for HA and HES. Areas of improvement included parents feeling their students were learning higher order thinking skills, that teachers use a variety of assessment methods, the schools help parents understand the connection between students' academic performance and social/emotional health, and that teachers and other school personnel respect the cultural heritage of students. Areas identified as still in need of improvement include schools having adequate resources to support teaching and learning, teachers asking for feedback about instructional practices, parents perceptions that the schools do not have an adequate number of certified support staff for students with special needs and English Language Learners, and the need for more in

depth college, academic, and career planning. There were areas that had responses with weighted averages that did not change since 2014 and included subtopics within curriculum, assessment, and meeting students' social and emotional needs. Fasihuddin noted that the superintendent's communication received very positive feedback from respondents. Respondents appreciated the superintendent's regular communication with families. Fasihuddin reviewed the types of communication with which families were most familiar. Fasihuddin reviewed the demographics of survey respondents who chose to answer demographic questions.

Tri-Board/Finance

Dunlavy reported finance and Tri Board would be meeting on Wednesday. Dunlavy reported there will be a public forum on September 14th to discuss the five year projections from each department and the financial outlook for the town. Dunlavy thought the school would present information from the FY17 budget power point and the five year budget projection Chris Desjardins did before he left. Phifer asked if the school department should submit anything from the school department capital plan. Dunlavy said she would find out when the next town capital planning meeting was scheduled. Dunlavy discussed the concern of the Hadley Select Board that expenses over revenues for tuitions and assessments had been running at a three hundred thousand deficit for several years. Dunlavy made the distinction between choice and charter. The assessment formula is designed in such a way that charter assessments have a more negative impact on budgets and it is impossible for choice revenues to offset charter tuitions. McKenzie said it was important to point out the increase in choice enrollments and decrease in students choosing out. McKenzie believes this may be an indication that the school department's effort to attract and retain students is working. Dunlavy hopes to establish at the Tri Board meeting the importance of support from the Select Board and Tri Board for the school department five year projection. Mr. Pipczynski asked School Committee members about statements Mr. Klepacki had made regarding the schools, specifically about school ratings. McKenzie said she would be happy to respond to any questions the Finance Committee or Select Board may have about the performance of the schools.

Capital/Facilities/Grounds

Phifer reviewed revised CPA proposal distributed at meeting. The new proposal incorporates feedback from the CPA and follows the successful model used by the Zatyorka Park project. The new proposal requests \$15,000 for engineering design and construction plans. Dunlavy stated it would be important to add to any designs what exactly could be done with volunteer labor. Dunlavy asked if the school department needed to include a match. Grant asked if \$15,000 was sufficient for design. Phifer said yes because the survey work had already been done. Phifer said a match would make the proposal stronger. Fasihuddin asked if previous survey work could be considered an in kind contribution. Grant believes the school department had previously paid Berkshire Design for survey work and designs. McKenzie asked if the entire committee was in favor of the proposal. Grant indicated she thought that the proposal reflected recommendations from CPA. Phifer said it would be necessary to look at reducing costs, creating more manageable phases, and using volunteers. Grant asked about the CPA procedure and how articles made it on the warrant. McKenzie said she believed that the CPA decides what they will recommend for the warrant. Phifer expressed his appreciation of the CPA meeting this evening to review the School Committee proposal. Grant asked if the committee needed to discuss a match. Klesch said it made sense to bring up previous investments the School Committee has spent on the project to date (surveying and previous designs). Fasihuddin and Grant asked if the committee should offer additional funds. Grant said the obvious issue people will bring up is school choice. Phifer said it was brought up at the last CPA. Klesch said it does not seem prudent to spend from school choice when we are asking for a \$75,000 restoration at special town meeting. Dunlavy said spending school choice on fields rather than delivery of education seems impractical. McKenzie discussed how various departments manage reserve funds and noted that there are several departments with reserve funds that exceed the school choice when viewed as percentage of total operating budget or in absolute numbers.

CES Update

Grant discussed a presentation at CES about the effect of the charter reimbursement formula on local school districts and the impact of raising the cap on charter schools. Grant said many school committees are passing resolutions against raising the cap on charter schools. Grant asked if members were interested in taking a more political stance. Fasihuddin said she was not crazy about going down that path but recognized that this region would be a likely place that future charter schools would establish themselves. Grant said the biggest issue for many people is how charter schools are funded. Committee members discussed the reimbursement formula and its impact on Hadley Public Schools. Phifer said he is interested in learning more. Dunlavy said that a staff member from "No on 2" is willing to come to the September meeting. Phifer asked if there was a "Yes on 2" person. Klesch said it would be important to present both sides of the discussion. McKenzie will identify a person who could present the "Yes on 2" argument.

Additional Discussion

McKenzie reviewed calendar correction. October 6th is a full day for students.

McKenzie requested committee members approve donating English Language Arts books no longer in use.

Principals reported that they were looking forward to the students returning.

McKenzie reported that the majority of staff has participated in and will become certified in Mental Health First Aid.

Mr. Pipczynski stated the schools should be commended for how well the department maintains its buildings.

Dunlavy said the grading and back stop of softball field needs to be addressed. Phifer said that perhaps that should be moved up in the design phases to the first phase.

List of Documents and Exhibits Used at Meeting

- Agenda August 29, 2016
- July 25, 2016 School Committee Minutes
- Summary of Handbook Changes HA
- Personnel Report 8/29/2016
- 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 EFDA recommended
- Policy JJF-R recommended
- 2016 Parent Survey Findings
- CPA proposal dated 8/29/2016
- Hadley School Committee Capital Planning Subcommittee Minutes 8/16/2016
- Memo from Duprere Law Offices
- Email from Attorney Duprere to McKenzie and Massachusetts Department of Revenue Advisory
- Resolution Against Lifting the Cap on Commonwealth Charter Schools, Example from Andover

Names of Remote Participants

No members participated remotely.

Next Regular Meeting Dates

September 26, 2016 at 5:30

Adjournment _____6:40_____PM