

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

Minutes October 24, 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 5:35 PM. The following members were present: Grant, Fasihuddin, Phifer and Dunlavy.

Record of Votes

- *Approval of September 12, 2016 minutes– Grant moves to approve minutes of September 12, 2016 School Committee meeting. Phifer seconds. Vote 4-0-0.*
- *Approval of September 26, 2016 minutes amended to reflect a rating for the superintendent of exemplary/met on her 2016 summative performance evaluation– Phifer moves to approve minutes of September 26, 2016 School Committee meeting. Grant seconds. Vote 4-0-0.*
- *Support of Andover Resolution – Fasihuddin moves for Hadley School Committee take a position in favor of the Andover Resolution which is in opposition to lifting the cap of charter schools in Massachusetts.*
- *Approval of 8th grade field trip to NYC –Grant moves to approve field trip for eighth students to NYC. Fasihuddin seconds. Vote 4-0-0.*
- *Proposed Changes to Nicaragua Service Trip – Phifer moves to approve proposed changes to Nicaragua field/service trip to use the tour operator La Esperanza Granada instead of Amped for Education. Fasihuddin seconds. Vote 4-0-0.*
- *Approval of Nature’s Classroom – Fasihuddin moves to approve Nature’s Classroom field trip. Phifer seconds. Vote 4-0-0.*
- *Adjournment – Fasihuddin moved to adjourn the meeting at 6:50 pm. Phifer seconds. Vote 4-0-0.*

Decisions/Actions

- Chair adjusts agenda to move public comment to agenda item 4.
- School Committee gave an overall performance rating of proficient on standards and met on goal progress to the superintendent for her 2014-16 evaluation.

Summary of Discussion on Each Subject Presented to Committee for Consideration

Adjustments to the Agenda

Dunlavy moved discussion of Question 2 to first item of business. McKenzie stated there would not be a need for Executive Session.

Question 2

Dunlavy stated the School Committee did individual research on Question 2 in preparation for the discussion this evening. Dunlavy stated she did not believe Question 2 was good for regular K-12 public schools. Dunlavy stated Klesch sent an email indicating she is not in support of Question 2. Dunlavy asked for questions from the audience. Grant stated the School Committee would be voting to accept or reject the Andover resolution which had been previously provided to committee members. Grant stated the resolution is not an “anti-charter” resolution but opposition to lifting the cap. Grant stated many school committees have expressed concern about financing and oversight of charter schools.

Student Recognition

McKenzie read statements about each of the students receiving academic achievement. Caitlin Lewis received the Massachusetts Association of School Superintendents' Award for Academic Excellence. Khristopher Olson and Allison Jenks received the NESDEC Award for Student Leadership in Learning.

Nature's Classroom Field Trip

Ms. Duncan presented the Nature's Classroom field trip. Dunlavy thanked Duncan for providing an excellent overview of the proposed trip. Dunlavy asked if scholarships were available. Duncan indicated students would do a popcorn fundraiser, restaurant fundraisers, and terra cycling.

8th Grade Field Trip to NYC

Ms. Gallagher presented a proposal from the middle school team for an eighth grade field trip to NYC. Last year the trip was a day trip. This year the 8th grade team is proposing an overnight trip. Phifer asked how teachers integrate the curriculum standards into the field trip. Gallagher indicated she and other 8th grade team members would pre-teach content so students would know what to look for and be able to make connections when they arrived in NYC. Phifer asked about fundraising. Gallagher indicated the fundraisers will include popcorn fundraiser and a restaurant fundraiser. Phifer asked if all of the chaperones would be teachers. Gallagher said the entire 8th grade team will chaperone and additional chaperones will be decided once they have a final student count.

Amendment to Nicaragua Trip

Ms. Fitzgibbons presented a request to the School Committee that they approve a change in tour operator for the upcoming Nicaragua trip. Ms. Fitzgibbons said that the tour operator for Amped for education is not available during February vacation. The tour operator recommended La Esperanza Granada. This company has been in operation longer than the previous operator, is highly recommended and the cost is lower. Dunlavy asked how many students are interested. Fitzgibbons stated there are currently 12 students who are interested.

Public Comment

There were no comments from the public.

Personnel Report

McKenzie reviewed the personnel report enclosed in the handouts. The administrative assistant for HES/Special Education resigned. The position is posted. All winter coaching positions have been filled.

District Improvement Plan

McKenzie reviewed the district strategy for 2015-2018 and a proposed action plan for 2016-17. McKenzie pointed out how the actions and proposed collection of evidence reflected the input from committee members from her last evaluation (e.g., use of multiple sources of student data; actively working with the Gazette; collaborating with CES around diversity and social justice work). Dunlavy asked if the one year action plan would serve as goals for the superintendent's evaluation. McKenzie stated that was her intent. Dunlavy asked members if they would like to vote on the goals/one year action plan this evening or wait until November. Committee members indicated they would like to wait until November to vote on the superintendent's goals and one year action plan.

Annual Health Services/Health and Drug Prevention Curriculum Presentation to School Committee

Ms. Denenfeld thanked the School Committee for giving her the chance to present information on the health services department. Denenfeld highlighted the programs and projects that have made Hadley a leader in health services and health programs. Denenfeld indicated the return to class percentages for both schools exceeds state targets. Dunlavy asked why the number of encounters had increased so much at HES. Denenfeld believes this may be a result of students having increased medications resulting in needing to take medication more than one time per day. Denenfeld stated the health office is a place where students can take short breaks to deal with stress, anxiety and depression. Denenfeld believes that the overall time in the health office did not increase significantly. Denenfeld pointed out several projects that the health office did last year including offering mindfulness and yoga to students at HA and creating an All Families Are Special book at HES. Denenfeld reported on several activities of the wellness committee including developing a cross curriculum approach to teaching nutrition and creating a Safe Homes Directory.

Denenfeld reported on activities planned for FY17 including suicide awareness and prevention training for staff and the development of protocols to support suicide prevention. The health department will continue its gender identity awareness work and the yoga mindfulness program. The Athletic Director and physical education teacher at HES will receive training on how to embed yoga and mindfulness into the curriculum.

Dunlavy asked about the prevention needs assessment survey that is administered at HA every two years. Dunlavy asked about trends in the data. Dunlavy acknowledged issues concerning HA students engaging in alcohol use at a higher rate than their peers. Denenfeld stated it is important to remember how the number of students surveyed affects percentages. Denenfeld stated that the nurses have anecdotal information indicating that there is alcohol use among HA students. Denenfeld stated that she had included a list of alcohol and drug prevention activities underway in the district. Denenfeld stated that in addition to the health services department, teachers at HA and HES utilize curricula and resources focused on drug and alcohol abuse prevention. Denenfeld said the health department would do the survey again in the spring. Dunlavy stated she was pleased to see the district using the Life Skills program which is an evidence-based program. Bell stated that the health department has done an excellent job of reaching out to mental health providers in the community. This has resulted in the district being invited to transition meetings for students who are returning to the district from therapeutic settings. Denenfeld's work has ensured much better communication with area mental health providers. Grant asked how data and information about health programs are communicated to parents. Denenfeld stated the health office has sent home copies of the Safe Homes Directory and resources on the effects of alcohol and drug use. The health department has created literature racks in both schools. These racks are accessible to students, staff, and visitors to the school. McKenzie said she includes information from health services in her weekly email including programs to help parents learn about drug and alcohol prevention. Committee members agreed that it is important to get the data about student alcohol and drug use to parents so they can speak with their children. Committee members agreed that the data may be surprising to parents but the shock may increase the likelihood that parents will talk about these issues with their children.

McKenzie stated that Denenfeld is an exceptional leader in her department. McKenzie indicated that health professionals in other districts hold Denenfeld in high esteem. McKenzie commented on the critical role that Denenfeld plays in bringing the district vision to fruition – meeting the academic, emotional, and health needs of every student.

Business Manager Reports

FY15 Audit

Chapulis presented the FY15 audit to the committee. Chapulis stated that there were not significant findings. The majority of findings required the business office to reclassify expenditures or revenues. One finding indicated the town and school need to create a formal written agreement about what town expenses would be charged to the school department end of year report. The business office has met with the town accountant to develop an agreement. Dunlavy asked when the auditors would be doing the FY16 audit. Houle stated that the end of year report for FY16 is due this week. The auditors would begin the audit in the spring. Dunlavy stated that it did not appear that there were any major concerns or findings in the audit. Chapulis stated there are 1300 rows in the end of year report so it is not unusual for an auditor to have a finding around reclassification of revenues and expenditures.

Expense Report

Houle reported the district is on track for spending and the business department continues to transfer funds from one line to another as needed.

Grant Report

Houle noted there are grants that the district has not received final information on (e.g., 298). As the information is available and finalized, Houle will include the data in the report. Houle noted some minor changes to FY16 and FY17 amounts. Houle noted the FY17 budget had been adjusted to reflect changes in final grant amounts.

Revolving Accounts Report

Houle distributed a revolving account report to committee members. Houle noted nothing unusual in account activity and balances.

School Committee Reports

Policy

Policy subcommittee will meet in November.

Tri-Board/Finance

McKenzie reported there were no questions about the school department items in the warrant. McKenzie said the tech article would be decreased on town meeting floor by approximately \$28,000. Phifer asked why this was the case. McKenzie stated after hearing the numerous capital requests from departments, the school department reduced its request in order to collaborate with other town departments. Phifer reviewed the school articles: \$75,000 restoration to FY17 budget, \$112,000 technology, \$400,000 air conditioning for HES, and \$15,000 for design plans for the fields from CPA.

Capital/Facilities/Grounds

Phifer reported that if the article is voted in on town floor, the school department would get updated designs that allow for a phased in approach and the design firm would help to convene a committee to assist with the planning.

CES

Grant stated the CES board had reorganized and the board had approved the Executive Directors' goals. Fasihuddin stated that the Executive Director of CES will present at the November School Committee meeting.

Additional Discussion

Dunlavy stated next meeting is November 28th. The committee changed the December meeting to 12/19/2016. Dunlavy stated she would not be available on that date but the committee could confirm the date at its November meeting.

List of Documents and Exhibits Used at Meeting

- Agenda October 24, 2016
- September 26, 2016 School Committee Minutes
- September 12, 2016 School Committee Minutes
- Summary of Nature's Classroom Field Trip from Ms. Duncan
- Summary of New York City Trip from Middle School Team
- Handout on La Esperanza Granada
- Personnel Report 10/24/2016
- District Strategy Document 2015-18
- District Strategic Action Plan 2016-2017
- Annual Report to the Superintendent and School Committee from the Health Services Department
- FY15 End of Year Financial Report
- Budget Summary Report Dated 9/30/2016
- Grant Allocation Report Dated 9/30/2016
- Hadley Public Schools Revolving Accounts Report

Names of Remote Participants

No members participated remotely.

Next Regular Meeting Dates

November 28, 2016 at 5:30

Adjournment _____ 6:50 _____ PM