

**HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035
March 23, 2015**

6:30 PM

Music Room Hopkins Academy

CALL TO ORDER: Chair Linda Dunlavy called meeting to order at 6:30 pm.

PRESENT: Ms. Linda Dunlavy, Chair
Members: Ms. Robie Grant, Heather Klesch

OTHERS: Anne McKenzie Superintendent; Christopher Desjardins Business Manager, Pat Bell Assistant Superintendent, Brian Beck HA principal, Jeff Udall HES principal, Cathy Niedzela Teacher, Jason Burns teacher, parents and community members (please refer to sign in sheet).

Dunlavy indicated Fasihuddin sends her regrets. Dunlavy reminded the audience that candidates' night is April 6th. She encouraged people to attend.

STATEMENT FROM THE SUPERINTENDENT – Dunlavy asked McKenzie to read a statement on behalf of the school district. McKenzie made the following statement:

On behalf of the Hadley Public Schools' staff, I would like to extend our deepest sympathy to the Pollard family. Sam was a loved member of the HES community. We will miss his sense of humor, his delightful personality, and joyful spirit. Today our staff came together to comfort our students and support each other. Thank you Mr. Udall, HES faculty, and HA faculty. Your ability to look past your own grief and care for our students and each other is a testimony to your professionalism, your character and your commitment to the children whom we serve. It is truly an honor to call you colleagues.

APPROVAL OF MINUTES – Dunlavy entertained a motion to approve the minutes of February 23, 2015.

Klesch moves. Grant seconds. During discussion Grant recommends correction to page 3. Minutes should reflect Beck said the new schedule would not change the HS start time. Minutes of February 23, 2015 approved as amended 3-0-0.

ADJUSTMENTS TO THE AGENDA – Dunlavy requests to move superintendent report to the end of the agenda. McKenzie reported there will be no action on approving the superintendent evaluation tool until Ms. Fasihuddin is present. McKenzie stated that the agenda contained an error. Executive session is listed at 6:00 pm; however, it will occur at the end of the regular meeting.

PRESENTATIONS: Mr. Burns reviewed his two field trip proposals to Washington D.C. The first field trip is a four day field trip to Washington DC and Philadelphia. The second trip is a week long, in-depth trip to Washington DC in which students meet elected officials. Details for both trips are included in the 3/23/2015 school committee handouts. Grant asked about fundraising. Grant asked if the school has

asked for financial support from outside groups to help defray the cost of the field trip. Burns said that he has asked PTO and other groups for assistance in the past. Grant would like evidence of the requests brought before the committee. Dunlavy indicated that changes to the school committee field trip policy, specifically as it relates to fund raising would be discussed later in the agenda. Dunlavy asked Burns do what was asked of Ms. Camuso and bring information about how many students are interested in the week long trip before the school committee approves. Burns indicated he will bring that information to the school committee in May. Dunlavy entertained a motion to approve the 10/15-10/18/2015 trip to Washington DC. Klesch asked if a minimum number of students was required for the trip to occur. Burns stated the minimum number of students required is 30.

MOTION: (Klesch/Grant) to approve the October 2015 field trip to Washington DC and Gettysburg.

Approved 3-0-0

PUBLIC COMMENT – Dunlavy asked for comments from the public. Mr. Mahalak asked if there were copies of the agenda. McKenzie explained that all handouts and the agenda are posted to the website in order to reduce waste. Beck made additional copies for audience members. There were no comments from the public.

INFORMATION AND DISCUSSION ITEMS –

Leadership Team Reports

Jeff Udall – Udall recognized Mr. Driver as the Grinspoon nominee for HES. Udall described Mr. Driver as engaging, challenging, and skilled at differentiating instruction and integrating technology. Udall went on to say that Mr. Driver is highly respected. Mr. Udall reviewed the HES report provided in the school committee handouts for 3/23/2015. Udall reviewed HES' plan to implement a standards based report card. Grant asked what grades would be affected. Udall said the new report card would be for grades K-6. Grant asked if this report card would be given quarterly or three times per year. Udall indicated at this point the standards based report card would be given quarterly. Prior to moving to a trimester grading schedule, Mr. Udall would present a schedule to the school committee. Udall's update included information on NAEYC accreditation. In addition to the report Mr. Udall presented information on the Subaru "Share the Love" event that raised \$29,264 for the Hadley PTO. Funds will support the climbing wall at HES. Udall stated the PTO would like to use additional funds to possibly support a pavilion. McKenzie reminded the school committee that no action on a pavilion would be taken prior to having a discussion with the facilities and grounds subcommittee of the school committee. McKenzie stated that the PTO is well aware the school committee must approve any recommendations for changes to buildings and grounds. Udall provided information on Kindergarten registration. Registration will occur on 4/15 and 4/16. Town census numbers are running at about 32. Udall expects the kindergarten class to be somewhere in the mid-thirties. Parent orientation will be 5/22 at 10:00 am. Dunlavy asked about the size of our current kindergarten class. Udall stated it is 31 with about 30 Hadley students and 1 school choice. Klesch asked if we have finalized our school choice numbers. McKenzie said she and Udall will meet with the HES faculty to discuss recommendations for school choice numbers at HES in FY16. Udall ended his presentation by thanking McKenzie for her support during a difficult day at HES.

Brian Beck – recognized the Grinspoon nominee for HA, Mr. Burns. Beck described Burns as an exceptional teacher who has done well at implementing the Common Core, collaborating with

colleagues, creating new courses, extending learning beyond the classroom, and contributing to the student council. Burns has also contributed to the community by creating a Veterans' Day ceremony. Burns has also played a critical role in the development of a new master schedule. Burns has also been acknowledged by parents for doing an exceptional job of meeting the social and emotional needs of students.

Beck reviewed the Hopkins Academy March 2015 Summary Report to the School Committee (attached). Dunlavy asked when students can take the SAT and ACT tests if there is a conflict with spring sport tournament games. Beck suggested students and families check the websites for the tests. Grant stated that there is a date in May and students may still register. Beck indicated that the field trip scheduled for this week to NYC would not be happening due to too few students signing up for the trip. At the conclusion of the report, McKenzie expressed her appreciation for the drama club. She complimented the students for their great work in the last performance and stated she believes the performing arts have an important place at HA.

Beck provided an amended handout to the school committee with changes to the program of studies for 2015-2016 (attached). Beck reviewed course descriptions. McKenzie stated proposed additions to the program of studies require school committee approval. Beck stated that there may be minor changes to course descriptions. Beck used science as an example. Beck stated that aligning courses to the Next Generation Science Standards may involve making minor changes to course descriptions in the future. Dunlavy asked if there is any new information on PARCC. McKenzie stated that no final decisions have been made. Both the chair of the BOE and the new Governor have indicated that they will think carefully before deciding whether or not to move to PARCC. Regardless of whether or not Massachusetts moves to PARCC we should anticipate changes in our statewide assessment system.

MOTION: (Grant/Klesch) to approve additions to the program of studies for the 2015-2016 school year. Approved 3-0-0.

Beck reviewed the Hopkins Academy Master Schedule Proposal (see school committee handout 3/23/2015). Beck reviewed the process the faculty used to research and develop a new schedule, changes to time on learning, and the importance of maintaining electives, dual enrollment and work study. Grant pointed out that dual enrollment, work study and internships are more complicated in the new schedule but she is pleased the administration is willing to be flexible and creative so students may access these opportunities. Beck reviewed the proposed Hopkins Academy Graduation Requirements (school committee handout 3/23/2015). Total credits required would change for the class of 2017 and 2018 and beyond. Klesch asked if anyone had expressed concerns about changes in credit requirements for graduation from 130 to 120. Beck said no. He believes that may be due to the fact that over the last five years there have been very few students at risk of not graduating on time. Klesch asked about the anticipated increase in average class size from 14 to 18 and if any faculty had expressed concerns. Beck stated faculty discussed possible changes to average class size and overall the faculty felt the benefits of the new schedule outweighed the negatives. Dunlavy asked how the faculty will prepare students for change this year and evaluate the new schedule next year. Beck reviewed some student suggestions to prepare for the new schedule. Some students suggested having a trial week for the schedule in June. Beck said he will focus his efforts on working with faculty to ensure student workload is reasonable, specifically that teachers communicate and coordinate with each other when assigning homework,

projects and tests. Beck will also get feedback from faculty about the new schedule once it is implemented.

MOTION: (Grant/Klesch) to approve changes to HA graduation requirements as presented in the Proposed Hopkins Academy School Graduation Requirements. Approved 3-0-0.

Superintendent's Report – McKenzie reviewed the monthly superintendent's report (see attached).

Recognition – McKenzie expressed appreciation to the Hadley Mothers' Club for offering to fund the One Call Now system in 2015-2016. McKenzie recognized both Grinspoon nominees. McKenzie thanked Alex Rytuba, Tony Niedbala, and William Kellogg for taking such excellent care of our HES facility and grounds.

Varsity Baseball Coach Appointment Spring 2015 – McKenzie provided the following report to the school committee and public.

This report is meant to directly address allegations, questions, and concerns regarding the appointment of the Varsity Baseball Coach for the spring 2015 season. To date, the school department has spent many hours responding to questions from the public regarding this issue. The report is organized into three sections. The first section contains allegations and concerns, the process I used to investigate concerns, what I found, and a summary of findings.

Allegations/Concerns

Concerns regarding the appointment of the Varsity Baseball coach fall into three broad categories. The three categories of concerns are as follows:

- Concerns about the transparency and thoroughness of the process employed by Mr. Beck and Mr. Sudnick to appoint Varsity Baseball Coach;
- Qualms about what could be perceived as "undue outside influence" in the decision-making process; and,
- Policies and guidelines were not followed in the process of appointing a coach for this year's term.

Investigative Procedures

I responded to all emails from parents and community members. I offered to call or meet face to face with individuals in order to fully understand their concerns. In these meetings I summarized individual concerns and reported some of these perceived issues at the February 23, 2015 school committee meeting. These perceived issues included: a perceived lack of alignment between the vision and mission of the athletics program with policies and practices; and a perception that some parents have more influence over others with regards to decisions affecting the athletics program. It is important to note that these are perceptions and these perceptions have not been substantiated.

The Hadley Public School Network Administrator conducted a search of email records. It is important to note I am not the Network Administrator. I personally read and reviewed all emails from/to Erik Sudnick, Brian Beck, Donna Moyer, Anne McKenzie, Jordan Branson, and school committee members between March of 2014 and March of 2015 in which Varsity Baseball was discussed and all emails pertaining to Jordan Branson. When reviewing emails I looked for evidence that would substantiate the aforementioned allegations.

I asked Brian Beck and Erik Sudnick directly the following question:

- Has a parent ever directed you to hire or not reappoint a coach for any reason? Both Erik and Brian responded, "No."

I spoke with former interim superintendent Donna Moyer. I specifically asked Donna about her recollection of a school committee vote or policies pertaining to the hiring of coaches. Ms. Moyer did not recall the development of any such policy or a formal vote. She suggested I review school committee minutes from 2013. I did so and have included content which I will read from school committee minutes in December 2013 in which athletics was discussed in the findings section of this report.

I have reviewed personnel records of the former coach and Erik Sudnick. I specifically looked for any evidence of the former coach filing a complaint against an administrator, any evidence of discipline against the former coach, or any evidence of disciplinary action against the AD that may cause him to seek “retaliation” against an employee.

I have reviewed all postings for coaching vacancies from June 2013 through January 2015. I reviewed composition of interview panels for coaching positions since Mr. Beck began as principal of Hopkins Academy.

I reviewed interview questions for Varsity Baseball Coach.

I have reviewed the criteria used to evaluate the interview responses of each candidate for the Varsity Baseball position.

I have reviewed the basis for the recommendation of Mr. Vreeland as Varsity Baseball coach.

Findings

Review of emails: Several emails include allegations of parents about other parents, parents about coaches (including allegations of favoritism exhibited toward certain players, acrimonious exchanges between coaches and parents, parents indicating student athletes had not earned their position but were simply given playing time based on their “last name” and other allegations). I questioned the administration about all complaints that were brought to their attention. Both Mr. Beck and Mr. Sudnick were clear; if administration received a complaint that could be substantiated (for example, parent observes a coach offering additional practice time to some players and excluding others), the administration brought the concern to the coach’s attention, would ask the coach directly if the complaint had any basis in fact, and of course the administration would determine if they had ever observed the allegation. Based on the coach’s response, the administration would direct the coach to modify his or her behavior or dismiss the concern if it did not have a basis in fact. I found no evidence in any emails or in my conversations with Mr. Beck and Mr. Sudnick of the allegations delineated in this report.

Conversation with former interim superintendent Donna Moyer: I reviewed the school committee minutes of school year 2013-2014. At the February 23, 2015 school committee meeting an audience member stated that she believed policies and procedures were in place when she left the school committee regarding the hiring of coaches. In December 2013, Beck and Sudnick gave a presentation on the athletic program. The minutes read as follows (taken directly from school committee minutes):
PRESENTATION OF HOPKINS ACADEMY ATHLETIC PROGRAM: Athletic Director Erik Sudnick states that he strives to bring fairness, accountability and integrity to the position. Sudnick has worked very closely with HA principal Beck regarding the program. The hiring process of coaches was discussed, including criteria, education, and evaluation. Coaching positions are re-opened each season, and former coaches need to reapply. Some job postings are in-house only, some in local papers. Hiring committee is impartial and will choose the best candidate. Once a Varsity position is filled, that Varsity coach will be enlisted to aid in Junior Varsity hiring. Sudnick holds a pre-season coaches meeting where expectations are discussed.

During these meetings, coaches meet with Hadley Transportation Director Patricia Hopf to discuss bus protocols and HA school nurse Carolyn Sorrentino does blood borne pathogens training and distributes medical forms to coaches so they are prepared for medical emergencies. Coaches are required to take several National Federation of High School Sports (NFHS) courses booked through the MIAA, on coaching fundamentals, first aid, and a concussion course on the NFHS website. Sudnick monitors coaches throughout the entire season. The season is concluded with an end of season meeting; Sudnick conducts evaluations of coaches which are then signed by the coaches and sent to the Superintendent. Sudnick is currently working with Beck to start a running club in the Spring, and gauging numbers for a possible cross country program in the future (SC Minutes December 2, 2013).

These minutes were unanimously approved without revision on December 16, 2013. At no point did she or any other committee member request a revision, addition, or deletion to the minutes.

The composition of the hiring committee is not specified in the minutes. It states that the committee is impartial. It is my expectation that all Hadley Public School hiring committees are impartial. If a member of an interview committee could not be impartial, the individual would recuse himself or herself from the committee. It is my understanding that at the time of hiring the Varsity Basketball Coach, there was a discussion of having two outside people participate in the interviewing. Both outside people recused themselves because they knew the candidates. It is important to note that giving an employee feedback is expected of every supervisor and does not compromise a supervisor's ability to be impartial.

Based on my experience this year, we have adhered to the conditions discussed at the 12/2/2013 SC meeting.

Review of personnel records: At the February 23, 2015 school committee meeting, a parent indicated that not appointing Jordan Branson as Varsity Baseball coach could be perceived as an act of "retaliation" by Mr. Beck and Mr. Sudnick. When reviewing personnel files and emails, there is no evidence that Mr. Branson ever made a complaint about Beck or Sudnick that would cause either party to "retaliate" against Branson. Furthermore, there is no evidence of disciplinary action against any of the aforementioned parties. There is no documentation to support the claim that Beck and Sudnick retaliated against Branson.

Documentation pertaining to hiring procedures: Coaching positions were posted annually from June 2013 through January 2015 as stipulated in the Unit A contract and December 2013 school committee minutes. Interview panels for coaching positions from Fall 2013 through Spring 2015 consist of Mr. Beck and Mr. Sudnick. There are two exceptions, in Spring 2014 Mr. Sudnick on his own interviewed for the Boys Middle School Baseball coach and in Fall 2014 Mr. Beck interviewed for an Interim Varsity Girls Soccer coach. In instances where there were no other qualified applicants, no applicants were interviewed and coaches who expressed an interest in continuing were reappointed. There was no evidence of discriminatory or prejudicial interview questions. Criteria used to evaluate applicant responses were not discriminatory or prejudicial. The reasons provided for recommending Mr. Dan Vreeland as Varsity Baseball Coach include, but are not limited to:

- His accountability and sportsmanship reign high on his list of team expectations.
- Mr. Vreeland brings teaching skill and structure.

- Mr. Vreeland has coaching experience at Hopkins Academy and has shown an excellent balance of accountability and rapport. He has expectations of the students while still being very approachable.

In addition to the statements above, several parents have spoken highly of Mr. Vreeland including parents who have expressed dismay at Branson not being selected.

Written guidelines pertaining to hiring for extracurricular activities are as follows:

- The non-union employee handbook states, "An employee may resign at any time by giving written notice to the employer and the employer may terminate employment at any time by giving written notice to the employee. Employment is considered at will." (p.4)
- Coaches are non-union employees and therefore employees at will unless protected under a different contract.
- Coaching appointments are annual appointments.
- Paragraph 4.1 of the CBA states, "The positions (referring to extracurricular activities) will be open each year, but the person who held the position the previous year will normally be given first consideration. In filling such positions, primary consideration will also be given to qualified teachers already employed in the Hadley School System."

Summary

Mr. Branson was not terminated; he fulfilled the entire term of his annual appointment as the Varsity Baseball coach for 2013-2014.

HPS posted the Varsity Baseball Coach position.

Mr. Branson, Mr. Vreeland (and another candidate) were given consideration.

HPS offered the position to a qualified candidate, from a field in which there were three qualified candidates. The candidate who was appointed also happens to be a teacher in the school system.

I can find no compelling reason as to why I would withhold my approval for Mr. Vreeland's appointment.

Moreover, I am entirely supportive of Mr. Vreeland and Mr. Vreeland's appointment. He is a skilled educator who consistently demonstrates his commitment to students, maintains high expectations for students on and off the field and in the classroom and in all aspects of their behavior and effort. His personal and professional demeanor reflects well on Hopkins Academy and Hadley Public Schools. We are fortunate to have Mr. Vreeland working in our district. I look forward to supporting Mr. Vreeland and the entire Varsity Baseball team this spring and I encourage the Hadley community to do the same.

Athletics Program Self Study Timeline – The HA principal, AD, physical education staff and superintendent will complete all elements of the self- study in April and May. The administration has requested the assistance of sitting and retired athletic directors, principals, and one assistant superintendent to conduct a one day site visit. During the site visit, evaluators will review responses and supporting documentation, conduct focus groups with various stakeholders, and identify commendations and recommendations. The administration anticipates having a site visit in June. All report findings and any recommendations will be shared at a public meeting with the school committee once the process is complete.

Formative Evaluation Superintendent – McKenzie indicated discussion of the tool will be tabled until the next school committee meeting when Fasihuddin is present.

District Calendar for 2015-2016 - Labor has voted in favor of the calendar enclosed in your handouts. School committee will need to discuss and vote the calendar this evening.

Personnel Report – McKenzie reviewed the personnel report included in the school committee handouts for 3/23/2015.

Dunlavy asked for questions from the audience. Tina Knightly indicated she had a lot of questions about the report and asked if the public could have a copy. McKenzie said the entire report will be included in the draft minutes of the school committee meeting that will be posted on the district website. Knightly asked how the public can discuss the report with the superintendent. McKenzie said any parent can schedule a meeting with her. Knightly thought several parents may want to meet and asked if the school committee is the right format. McKenzie said the nature of the question would determine what she could say. Knightly said it would only be questions about the report. McKenzie said if there are a number of people with similar questions someone can take the lead in organizing a group meeting. Individuals can also schedule an appointment with the superintendent at any time. Lisa Sanderson asked if the school committee would work on hiring procedures. Sanderson said she would like to see the same level of consensus that was applied to changing the schedule applied to making changes in coaches. Dunlavy said she thought the self-study will provide information about hiring practices, whether that results in changes to policy would remain to be seen. Klesch said the school committee would be involved in any changes to policy but the review needs to happen first to determine what is needed in the way of policy and then the school committee would vote on any changes to policy. Knightly asked about the surveys. Knightly said that Beck had said the surveys were a requirement of the school committee. Dunlavy said she believed that when Molly was chair she and Donna had a conversation about implementing surveys. Other school committee members were unaware of the survey. Knightly asked if other teams had been given surveys. McKenzie clarified that spring 2014 teams did a survey, and winter 2014-15 completed surveys. An audience member asked why some sports receive surveys and some did not. McKenzie stated that the failure to survey fall 2014 athletes was an oversight. Dunlavy clarified that the surveys did not begin until spring of last year. An audience member asked if the district surveys athletes who have left teams. McKenzie said the district is interested in surveying athletes who have left sports to find out why students do not return. Sanderson said she was told by Mr. Beck that surveys are used to determine whether or not to post internally or externally. Mr. Beck disagreed. Sanderson said if the district is going to use the surveys then the surveys should be well constructed, implemented consistently, and the purposes for which they are used should be clear. McKenzie agreed that if the district is going to use surveys the district needs to take a close look at the surveys. Mr. Mahalak indicated the majority of people present support Mr. Vreeland. He went on to say that people are frustrated and dumbfounded as to why the district would not hire back a coach who had gone to the state championship. Mahalak equated the action to not rehiring Coach Belichick. Dunlavy said that professional sports is different from high school. Dunlavy stated that Branson was not fired. Mahalak said not bringing back a coach who had gone to the state championship “just doesn’t fit.” Dunlavy said she too was surprised when the announcement about the Varsity Baseball Coach appointment was made. Dunlavy said that she hopes everyone can accept that this was a personnel issue and the school committee and public have no purview over personnel issues. McKenzie reiterated that we had three qualified candidates for one position. Mahalak emphasized that the previous coach was well liked and had parent support. Mary Mahalak said it feels inconsistent with the rest of the athletic program overall. She believes it is the only

time it has ever been done. Mr. Mahalak said it was a shame. Dunlavy said in her tenure of having a child at HA there were coaches who did not come back. Mrs. Mahalak said the vast majority of time if a coach left after a short time there was an obvious reason. Mr. Mahalak said again the parents do not question Mr. Vreeland's coaching skills or management skills but he still does not understand why Branson was not rehired. Klesch asked what is the determining factor of what positions are posted externally versus internally. McKenzie stated there are not explicit criteria for choosing to post internally or externally. Beck said it is up to the discretion of the hiring supervisor. McKenzie also reminded the audience that in this case all of the applicants were internal candidates. Dunlavy would expect an outcome of the self-study would be to have a consistent practice. Beck thinks that previously positions were posted internally because external posting can be expensive. Paula Cristoforo asked if it was still the practice that postings are always internal for ten days and then if there are no qualified applicants the district would post externally. McKenzie referred again to the school committee minutes of 12/2/2013 which only stated positions may be posted internally or externally. The minutes did not indicate when positions would be posted internally or externally. Molly Keegan asked if the minutes of December 2013 articulated a practice going forward. McKenzie said what she read was exactly what was in the minutes. There was nothing in the minutes to indicate that there was something agreed upon going forward. The school committee voted to approve the minutes. The school committee did not vote on any practices. Molly said her recollection was that she thought impartial means that there would be other people but she can see why McKenzie would read the minutes differently. Grant said in her recollection of the meeting the focus was not on hiring but on coach training. McKenzie said in her conversations people remember events differently; therefore she must rely on the minutes. Dunlavy said she had no memory of Molly's reference to the school committee agreeing on policies and practices for athletics and hiring but she does believe we will have that after the self-study. Dunlavy said that the school committee will only create policies as appropriate. Dunlavy ended by saying that she realizes that some people will never be happy with this decision. She encouraged people to bring their passion and support for the schools to town meeting on May 7, 2015.

McKenzie asked the school committee to turn its attention to the school calendar. McKenzie said half days are timed to allow teachers to do report cards. The curriculum day in April is on the same day of town elections. Klesch asked if the district would consider having the October curriculum day on the Friday before Columbus day instead of October 2nd. McKenzie said that should not be a problem. Dunlavy asked about starting with a full five day week. McKenzie said labor discussed this but the primary focus was on making sure we did not go too late into June. McKenzie also said that she wanted to take childcare needs into consideration.

MOTION: (Klesch/Grant) to approve the 2015-2016 calendar with the change of October 9, 2015 as a curriculum day. Approved 3-0-0.

Klesch indicated that she agreed with the proposed tool for superintendent evaluation.

Business and Finance-

Expense Report - Desjardins reviewed budget summary report (see handout). Salaries are almost all encumbered in this report. There is \$94,000 remaining in the professional development line. These funds are used to pay for the five curriculum days for teachers. All accounts have been encumbered

based on bills district has received. Desjardins reviewed negative balances and said he would make transfers.

Revolving Account Report – Desjardins noted a slight uptick in the lunch account and a large decrease to the preschool revolving account. Expenditures from the operating budget have been transferred to the preschool revolving account as appropriate. Grant asked if the negative balance in the school lunch account was entirely due to unpaid bills. Desjardins said no it is largely the result of the lunch program not being able to sustain itself. Dunlavy asked if bulk prepurchasing of food had been completed for the year. Desjardins doubts this is the case.

Grant Report- Desjardins reviewed the grant report (see handout). Desjardins said circuit breaker funds can be carried forward. He does not see the district carrying a lot of money forward but we should be able to carry some over. Desjardins does not see us carrying over any Title 1 money.

Acquisition of New Vehicle – Desjardins reviewed an email from the town mechanic delineating the issues with vehicles. Dunlavy did not attend the capital planning committee meeting. She asked if she should bring the information about vehicles to the town. Desjardins said David Nixon has this information but that Dunlavy should also bring this information to the capital planning committee. Dunlavy asked about the financial state of the district. Desjardins said it is getting tighter. McKenzie said that the goal of the district is to only approve purchase orders if there is sufficient money in the account and eliminate any instances of making a purchase without an approved purchase order. Grant asked to revisit the minutes. She identified a needed correction. The correction to page 3 is reflected in the motion recorded in the 3/23/2015 minutes.

Committee Reports

Policy Subcommittee – Dunlavy reviewed recommended changes to fundraising policy. Students and teachers have asked that individual students be able to fundraise for their own expenses. Dunlavy said that the change is minor enough that the school committee may elect to approve the change at this first and final reading.

MOTION: (Grant/Klesch) to approve the following change to the final paragraph of the school committee policy on fundraising – “If a school-wide account is not available and trip-specific fundraising takes place, it is the School Committee’s preference that fundraising be conducted as a group activity to offset the total cost of the trip and to ensure that all students have equal access. Fundraising activities that offset an individual student’s cost of a trip are also permitted.” Approved 3-0-0

Building and Grounds- Grant reported the water heater at HA needs to be replaced at a cost of \$12,380.50. Dunlavy asked if insurance would cover the costs. Desjardins said we had filed a claim but we have not received reimbursement from the insurance company yet. David Nixon is handling the claim. McKenzie said that the district would investigate how much it would cost to install a fail switch on the water heater. Dunlavy asked where the funds would come from. Desjardins said from maintenance and we would use any surplus in the electricity and phone accounts. Dunlavy said the next Tri Board meeting is April 1, 2015 at 6 pm. Klesch said she will attend. The focus of the meeting will be on the FY16 budget.

Next meeting is April 27, 2015, 6:30 pm. At 8:30, Dunlavy entertained a motion to go into Executive Session to discuss strategy with respect to collective bargaining and not to reconvene in open session and to adjourn in Executive Session.

EXECUTIVE SESSION

MOTION: (Klesch/Grant) to go into Executive Session to conduct strategy session in preparation for negotiations with nonunion personnel and to conduct collective bargaining sessions and not to reconvene in open session and adjourn in Executive Session. Roll call vote: Klesch – Yes; Grant-Yes; Dunlavy-Yes.