

**HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035
Minutes May 30, 2017 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

Klesch called the meeting to order at 5:30 PM. The following members were present: Klesch, Phifer, Brugger, Fasihuddin and Shannon.

Record of Votes

- *Approval of May 1, 2017 minutes – Fasihuddin moves to approve minutes of May 30, 20172017 School Committee meeting. Phifer seconds. Vote 5-0-0.*
- *FY18 Budget– Fasihuddin moves to approve the budget as presented. Phifer seconds. Vote 5-0-0.*
- *CPA Funding Request– Fasihuddin moves to request CPA funding. . Brugger seconds. Vote 5-0-0.*
- *Approval of Revisions to HA Program of Studies – Fasihuddin moves to accept revisions to HA Program of Studies as presented. Brugger seconds. Vote 5-0-0.*
- *Creation of Diversity Club Account within Student Activities Accounts – Fasihuddin moves to create a student activity fund for the Diversity Club. Phifer seconds. Vote 5-0-0.*
- *Acceptance of Subaru Loves Learning Book Donation – Shannon moves to accept the Subaru Loves Learning Donation of Books to Hadley Public Schools. Phifer seconds. Vote 5-0-0.*
- *Adjournment – Fasihuddin moves to adjourn meeting at 6:55 pm. Phifer seconds. Vote 5-0-0.*

Decisions/Actions

- School Committee decides

Summary of Discussion on Each Subject Presented to Committee for Consideration

Adjustments to the Agenda

There were three adjustments to the agenda. The presentation of the HA Program of Studies moved to first presentation. Discussion of MASC conference added to School Committee reports. Report on student petition added to the agenda.

Revision to HA Program of Studies

McKenzie indicated information had been emailed to School Committee after they received the packet. Beck presented proposed changes to independent studies and teaching assistantships for students at HA. Faculty reviewed other handbooks. The faculty modeled their revisions on the model in Wellesley Public Schools. HA department chairs added a course description for teaching assistants and organization assistants. These courses will be pass fail. Teaching assistants assist teachers with teaching. Organization assistants assist faculty club advisors. Fasihuddin asked about the number of students who participate. Beck stated this past year there were many more students doing assistantships. Beck expects these numbers to decline next year. Brugger asked how students are made aware of the opportunities. Beck said the courses are only available for juniors and seniors and the option is discussed with a guidance counselor after students have selected their core courses. Fasihuddin asked to what extent students take up a truly self-directed learning opportunity such as a student interested in a specific field who wants to invest their time in that area. Beck provided a few examples of students pursuing self-directed learning.

Budget FY18

McKenzie reviewed the FY18 budget workbook and narrative with School Committee. McKenzie reviewed changes since the last time the School Committee reviewed the excel workbook. McKenzie stated local contribution has not changed since the district originally received a local contribution figure from the town. Circuit breaker revenues are higher than anticipated. McKenzie stated additional School Choice revenues had been applied to the budget. McKenzie reviewed that the School Committee had been very clear in its intent to apply additional School Choice funds to support an additional classroom teacher. The district applied more PreK revolving funds to the FY18 budget. As a result of applying additional revenues there is no longer a gap in the budget between revenues and expenses. Phifer asked why the vocational tuition line had increased. McKenzie stated there were additional students who stated their intent to attend Ch. 74 programs for the 2017-18 school year. Phifer asked about the decrease in School Choice students. McKenzie stated that 18 choice students graduated in June of 2016 and more will graduate this year. McKenzie indicated that the data included in the budget are taken directly from the DESE website. Actual School Choice enrollment is slightly higher than DESE data indicate. DESE's figures will align with ours when they update their enrollment numbers. McKenzie said that declining birthrate and enrollment across the region coupled with a proliferation of choice options is creating challenges for all districts. Shannon asked if the BCBA services in the district would continue. McKenzie stated that BCBA services would continue in the district and would be provided in-house, not by a third party provider. The district will bring the BCBA services it pays a third party contractor for in house. Shannon asked about the reduction in staff in the PreK program. McKenzie stated the director of PreK was comfortable eliminating one PreK ESP position. McKenzie stated due to resignations reduction in force would not be necessary. Klesch asked McKenzie to explain what the School Committee would vote. McKenzie stated the School Committee was voting the bottom line and approving the maximum amount of School Choice revenue to be applied to the budget in FY18. Phifer asked about advertising School Choice seats in order to increase revenue. Klesch asked how the district might leverage all of the positive activities going on in the school. McKenzie suggested the School Committee set aside time to review the existing strategy document and consider where the district will be in 3 to 5 years. School Committee could set goals for the district and for the School Committee itself. McKenzie said in the past some committee members were hesitant to advertise and take students from surrounding districts. Klesch asked if there are still choice seats available. McKenzie stated that the majority of seats in the elementary were filled. HA has available seats. McKenzie indicated this is typical because students in HA have various options in high school, including vocational education. Although new students enroll at HA it is not enough to offset the number of choices available. Klesch asked to revisit the topic of advertising choice seats in August. McKenzie offered to present information about recruiting international students for HA at a future meeting. Fasihuddin asked what it would take to explore further. McKenzie stated it would take consensus from the committee. In the past some committee members had reservations about looking at students strictly as a source of revenue. McKenzie stated she had sent a proposal to U Mass to see if they might offer technical assistance in creating a program. McKenzie also identified organizations that assist schools with recruitment. McKenzie said she does not want to act unilaterally. She would want the School Committee to indicate that is the direction they want to take and to be clear about why the district is going in this direction. Fasihuddin suggested undertaking a pilot. Klesch said it would be good to hear from other districts who accept international students, specifically how the program has benefitted districts. Fasihuddin suggested keeping a pilot small. McKenzie stated there could be many advantages for HA to interact with and learn from people from all over the world. McKenzie believes programs such as this can help to dispel stereotypes and prejudices. McKenzie said she would bring information about programs such as this in other districts. Brugger said she would like to continue the conversation about how to increase enrollment overall in the district and explore additional avenues to bring more students into the district, especially HA. Fasihuddin underscored the importance of a multi-pronged strategy to increase enrollment. Fasihuddin asked McKenzie to talk about some of her other ideas about how the district might tell its story. McKenzie stated she is interested in starting a blog that tells the story of our students'

achievements and the story of the community at large. McKenzie referred to Hadley as a “community that cares” and invests in its citizens. McKenzie said that she would like to use social media tools that do not require daily updates or excessive monitoring. McKenzie stated the weekly update has been effective in telling the story of Hadley and she would like to expand on it. Fasihuddin thinks creating short pieces would make it easy for people to share the stories and “get the word out” and raise the profile of Hadley. Shannon said he would be interested in information about how the communities support international students.

CPA Funding Request

Phifer stated there was a great meeting with the community to discuss renovating the athletic fields at HA. Phifer thanked CPA for providing \$15,000 for the district to break the master plan into phases. The school department had a community meeting to review a proposal for a first phase of the project. Phifer indicated that the itemized costs still represent an estimate. The first phase total cost is expected to be in excess of \$500,000. Community members discussed items that could be delayed or eliminated in Phase I. Participants discussed the necessity of irrigation. The group decided that it was important to maintain the investment and irrigation would be critical. Phifer said specific next steps are to bring the proposal to the School Committee. McKenzie indicated once the School Committee approves the proposal, McKenzie can submit it to the CPA committee. Once it is on the CPA agenda, it is helpful to have School Committee attend the meeting in support of the request. McKenzie stated the total project cost in Phase I would be \$511,375 and would not include fencing. The goal would be to present to CPA at its August meeting in order to ensure the request, if approved by CPA, would be on the warrant for fall town meeting. McKenzie said that policy subcommittee would need to discuss policies pertaining to advertising in schools as part of the overall fundraising strategy. Klesch indicated CPA would want to know what the school district had done to support the project, such as volunteer labor, and she asked if volunteer labor is factored into the request. Phifer said Berkshire Design indicated it was very hard to use volunteer labor on a project like this. McKenzie stated that the school department is looking for volunteers to assist with fundraising and fostering community support for the project. McKenzie stated that the school department budget would need to reflect ongoing maintenance costs. Shannon referred back to the discussion of school choice and wondered if the new fields might encourage more students to choose Hadley. Phifer said if any community members would like to support the project they can contact Phifer or Athletic Director Sudnick. McKenzie encouraged the community to contact her if anyone has an idea about fundraising. Fasihuddin discussed items on the “wish list” of the proposal. She stated new fields might allow HA to host summer tournaments that may then have a positive impact on hotels and meals taxes. Phifer thought this was an important point. Phifer asked policy subcommittee to discuss advertising policies and athletic practice policies when school is cancelled.

Grade 3 Civics Communicating with State Government

McKenzie highlighted the work of third grade students. Third graders sent letters to Governor Baker and asked him to address various problems including homelessness, ending cigarette smoking, and increasing the number of animal shelters. McKenzie also presented a petition from HES students requesting the town do more to recycle. McKenzie said she is meeting with the DPW Director and Town Administrator to discuss next steps.

Personnel Report

McKenzie stated she expected to have the ABA Technician position hired shortly.

Public Comment Period

None

Expense Report

Desjardins reviewed the expense report. Desjardins showed that there was just under \$400,000 remaining. The district is in good shape. Desjardins stated School Choice funds had not yet been applied and he does not foresee using the entire \$681,000. The July report will have final numbers.

Revolving Accounts

Desjardins presented the revolving report. There is a slight change in the report. April reimbursements from the state for the lunch account were received in May. Desjardins said school lunch is looking good.

Grant Report

Desjardins presented the grant report enclosed in the packet. Three grants have been entirely expended. The final June payroll will spend remaining Title I funds. Desjardins changed the amount in Circuit Breaker to reflect carryover funds and extraordinary relief.

Policy Subcommittee Update

Klesch reported policy subcommittee would be meeting June 12th.

Finance Triboard Update

Phifer asked about an update on the air conditioning project. Desjardins said the district hired an outside firm to handle plans and bidding process. The plans are ready for pick up. Desjardins said he hopes the project will be completed over the summer.

Negotiations

Klesch reported a settlement had been reached between the School Committee and the bus drivers. Klesch said the drivers would vote on the agreement and the School Committee would vote in executive session at its next meeting and then report the vote in open session. The agreement if voted this fiscal year would be retroactive to July 1, 2016. McKenzie said that the School Committee and HEA would review ground rules for all units and negotiations in executive session at its next meeting.

CES Update

Fasihuddin reported that the Board had conducted the evaluation of the Executive Director. Fasihuddin spoke very highly of Mr. Diehl and his organization. Fasihuddin reviewed the various services Hadley receives from the Collaborative. Fasihuddin discussed the research CES has done on declining enrollments throughout western Massachusetts. McKenzie discussed the work CES has been doing with HPS to address issues of racism and bias in schools.

Other Information

Klesch encouraged School Committee members to attend the MASC Summer Institute in July.

List of Documents and Exhibits Used at Meeting

- Agenda May 30, 2017
- May 1, 2017 School Committee Minutes
- Recommended Revisions to HA Program of Studies
- FY18 Budget
- CPA Funding Request and Notes from Community Meeting Regarding Fields
- Letters from Third Grade Students to Gov. Baker
- Personnel Report 5/30/2017
- Expense Report 5/24/2017
- Grant Allocations for FY17 dated 5/24/2017
- Revolving Accounts Report
- Email Subaru Loves Learning

Names of Remote Participants

No members participated remotely.

Next Regular Meeting Dates

TBD

Adjournment _____ 6:55 _____ PM