

HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035

June 26, 2014

6:30 PM Music Room Hopkins Academy

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

PRESENT: Ms. Linda Dunlavy, Chair; Ms. Heather Klesch, Vice Chair/Secretary
Members: Ms. Robie Grant, Ms. Humera Fasihuddin, Mr. Sean Mackin

OTHERS: Donna Moyer, Superintendent; Annie McKenzie, Chris Desjardins, Pat Bell, Jeff Udall, Brian Beck, Caitlin Lord, Ryan Scott

APPROVAL OF MINUTES – MOTION: (Grant/Klesch) to approve SC minutes from May 19, 2014
VOTE: Unanimous

ADJUSTMENTS TO THE AGENDA – Supt. Moyer requested that the Personnel report be added as an Action Item. Action item C, the revised foreign field trip agenda, will need to be deleted from the agenda and discussed at the July SC meeting. Supt. Moyer also requested that an action item be added concerning the approval of \$665 of school choice money.

PRESENTATIONS

Results of School Committee Survey to Families: Klesch indicated that she and Ryan Scott, the parent representative of the Family Survey subgroup, jointly created a report that summarized the results of the Family Survey. Please see attached report.

PUBLIC COMMENT PERIOD - None

INFORMATION AND/OR DISCUSSION ITEMS

The Building and Grounds Committee met to discuss the properties on Middle St. which HA students have been cutting through on their way to school. A house was recently sold, and the new owner does not want students cutting across the property any longer. The committee discussed how to help the students and discussed building sidewalks. Mackin reached out to Safe Routes to School, an organization dedicated to improving walking routes to and from schools, to see if they would come to assess the situation in Hadley. Paperwork was submitted to Safe Routes requesting an assessment, with a letter from David Nixon indicating the support of the town. Mackin will be meeting with Safe Routes' Western Massachusetts representative on June 27th to discuss their various programs. Dunlavy noted that the last time Hadley applied, the school committee was required to do a PR campaign before Safe Routes would move forward and asked if this was still the requirement. Mackin indicated that would be discussed at the June 27th meeting. Grant added that the consensus of the town was that some help in assessing which routes were safest was needed, an assessment Safe Routes provides.

The Policy Committee will meet on July 9th. All approved policies are available on the website.

The Tri-Board will meet on July 16th. At their last meeting, budget projections were discussed.

At the last Collaborative for Educational Services meeting the Collaborative's FY2015 budget was passed. Member assessment is staying the same. A retreat to discuss strategic goals will be held on July 7th. Supt. Moyer added that the Collaborative's ability to customize professional development for the district has been very helpful over the past few years.

Concerning the Superintendent's Areas of Focus 2013-2014, Moyer reflected on the chart of goals she had created back in August. All curriculum goals were reached, although the emphasis was slightly different at each school. District Determined Measures were completed at both schools.. The implementation of the new teacher evaluation model has gone very smoothly. A pilot for new positive behavior supports was done at HES. Forms were updated to be identical at both HA & HES. A three year capital improvement plan was not completed for Buildings and Grounds but will be in the upcoming year. Dunlavy thanked Moyer for her hard work and progress.

Preliminary plans for PBIS/Restorative Justice 2014-2015- Pat Bell stated that Student Services has been working with individuals from UMass who gathered information on HPS school culture. This was done by looking at discipline records, examining patterns of support and conducting many surveys and focus groups with both students (Gr. 3 & up) and faculty. A report of their findings was presented at a meeting and options were discussed. A two-tier plan, separating what's to be done on a secondary level from the primary level, was developed. Student Services felt that a Positive Behavior Intervention System (PBIS) model was appropriate for the elementary school, and an application to join a PBIS cohort has been submitted. Starting at the upper elementary level, a Restorative Justice model will be adopted. Faculty training will be available at the beginning of the school year. The first day of training will be on August 28th. Students will then be trained in being active bystanders. Moyer thanked Pat for her efforts and hard work in implementing these supports.

Financial Updates:

The Year-to-Date Financial and estimated FY14 Year End Balance and Grant reports were presented by Desjardins. Please see attached reports. There is an approximate \$8,000 cushion between June 19th and the end of the fiscal year.

Improvement to food services was added to the estimated expenses, as well as a transfer of food services expenses incurred this year. This was done in order to bring the food services balance back into the positive; the lunch price increase and food services improvements planned for the summer will prevent a negative balance in the next fiscal year. Although various improvements to food services, the heating system, etc were expensive, they helped and will continue to help save money going forward.

MOTION: (Grant/Dunlavy) to use \$665 of School Choice money to correct an error in the calculation of stipend payments in the 2012-13 FY: Unanimous

Policies:

First Reading:

Section A: Each policy (ADDA concerning background checks and ADDA-R concerning the CORI policy) was discussed during the May SC meeting. Due to new fingerprinting requirements, these policies may need revision in the future but are appropriate to currently approve "as is." Moyer made clear that fingerprinting is not going to replace the CORI checks.

Section K: Please see attached cheat sheet for summation of 29 "Community Relations" policies.

Section L: Please see attached cheat sheet for summation of 9 “Education Agency Relations” policies.

All policies will move on to 2nd reading.

ACTION ITEMS

The committee discussed whether to approve the administrative recommendation to choose MCAS over PARCC testing, across all grades, for the 2014-15 school year. Grant felt that going to PARCC at this point in time would be a distraction to Hadley students. Moyer pointed out that certain grades would be required to take the MCAS test irregardless, and indicated she felt the PARCC test was not well done and tested at this point. Klesch agreed that she did not want additional distractions to students, but noted Hadley may be missing the opportunity to inform and provide feedback for something that is upcoming. Fasihuddin stated she could see value in both perspectives, but felt it would be advantageous to take another year to solidify all of the newness (new hires, new evaluations, etc) in the district before adding PARCC.

MOTION: (Fasihuddin/Grant) to approve the administrative recommendation to execute the MCAS test across all grades over PARCC for the 2014-2015 school year: Unanimous

The committee discussed whether classroom volunteers, field trip volunteers, subcontractors, school committee members and the Superintendent should be fingerprinted. The criteria for fingerprinting is anyone who “may have unsupervised and unmonitored access to children.” Klesch stated she felt classroom volunteers, day field trip volunteers and subcontractors should not be fingerprinted, asserting that it is already difficult to get volunteers into classrooms and that such volunteers would rarely have unsupervised access to children. Klesch felt that school committee members and the superintendent should both be fingerprinted due to the functions of their positions. Fasihuddin agreed, adding that classroom volunteers often include parents serving cookies at Christmas parties and having teddy bear picnics on the front lawn. She felt the process would be onerous to busy, working professional parents, but felt it made sense to fingerprint overnight trip chaperones, school committee members and the superintendent. Klesch added that the district will still run CORI checks as they typically have. Grant disagreed that day field trip and classroom volunteers would not have one-on-one interactions with students, but agreed it seemed excessive. Grant asked if the usual protocol was to CORI parents coming to school Christmas parties, and Mackin stated that the CORI's are done for volunteers but not visitors. Pat Bell added that she is currently trying to hire several summer tutors, and the wait for getting in to get fingerprinted is currently four weeks. She also explained that the fingerprinting location in Greenfield is only open one day a week, which usually means a drive to West Springfield or Pittsfield to have the fingerprinting done. Bell stated that individuals having to plan four weeks ahead to be fingerprinted was something to keep in mind. Moyer agreed that DESE needs to open the Greenfield location more than once a week.

Grant inquired as to why school committee members would be fingerprinted. Klesch stated that during the Superintendent search, the committee made several site visits and that she felt fingerprinting was appropriate for the capacity the committee can work in. Fasihuddin agreed, and also felt that the school committee should hold themselves to the same standard if they are going to ask that staff and the superintendent be fingerprinted. Moyer added that is the reason why many school committees are choosing to do so. Mackin agreed, adding that the schools rely heavily on volunteers. Grant agreed.

Dunlavy inquired about the hardship exceptions and waivers. Moyer explained that the law allows school committees to give the Superintendent the power to give out waivers for hardship. The waivers would be provided to staff members who feel they cannot afford the \$55-\$35 cost of fingerprinting, and Moyer added most school committees are choosing not to authorize the use of waivers. Fasihuddin stated that she would rather find money to help people in that position. Klesch added that being fingerprinted is now a required job responsibility. Moyer added that being fingerprinted is now a requirement of the job, similar to being licensed.

**MOTION: (Fasihuddin/Klesch) not to require that daytime classroom volunteers be fingerprinted:
VOTE: Unanimous**

**MOTION: (Fasihuddin/Mackin) not to require that daytime field trip volunteers be fingerprinted:
VOTE: Unanimous**

**MOTION: (Fasihuddin/Grant) to require overnight field trip volunteers be fingerprinted:
VOTE: Unanimous**

**MOTION: (Fasihuddin/Mackin) not to require fingerprinting for subcontractors:
VOTE: Unanimous**

MOTION: (Fasihuddin/Grant) to require school committee members and the Superintendent be fingerprinted: VOTE: Unanimous

MOTION: (Fasihuddin/Klesch) to allow the school committee chairperson to review the fingerprint report of the Superintendent: VOTE: Unanimous

**MOTION: (Grant/Klesch) to disallow hardship waivers for fingerprinting:
VOTE: Unanimous**

Moyer stated the Ms. Denenfeld has significant trouble finding substitute nurses due to the fact that Hadley's nurses' substitute pay is so much lower than it is in surrounding districts. The rate of pay is currently \$100/day, one of the lowest in the Pioneer Valley. Moyer recommends an increase to \$125/day.

**MOTION: (Fasihuddin/Mackin) to increase nurse substitute pay to \$125 effective July 1, 2014:
VOTE: Unanimous**

MOTION: (Fasihuddin/Grant) to suspend the policy which states that School Improvement plans are due June 1 for the 2014 year only: VOTE: Unanimous

PERSONNEL REPORT

Please see attached report.

NEXT REGULAR MEETING DATE – July 21, 2014

Time: 6:30pm

Location: Hopkins Academy Music Room

ADJOURNMENT

**MOTION: (Fasihuddin/Klesch) move to adjourn the meeting at 7:30pm
VOTE: Unanimous**