

**HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
July 21, 2014**

**6:30 PM**

**Music Room Hopkins Academy**

**CALL TO ORDER:** Chair, Ms. Linda Dunlavy, called the meeting to order at 6:31pm

**PRESENT:** Ms. Heather Klesch, Vice Chair/Secretary  
Members: Ms. Robie Grant, Mr. Sean Mackin

OTHERS: Annie McKenzie Superintendent; Pat Bell, Caitlin Lord, Jack Horrigan, April Camuso

**APPROVAL OF MINUTES** – SC meeting minutes from June 26th 2014 unanimously approved.

**ADJUSTMENTS TO THE AGENDA** – Supt. McKenzie requested that the personnel report be added to Information Discussion items. She also requested that item 7B [Request To Amend a Previously Approved Field Trip] be moved to immediately follow discussion concerning agenda adjustments. She also requested, due to the absence of Policy subcommittee members, that the First Reading of Policies A, I and J be postponed until August 2014.

**Amendment to Previously Approved Field Trip:** April Camuso explained that there was a lack of student interest in the trip originally planned, to Ireland and Scotland. After some discussion, HA students expressed to Camuso that they would be more interested in a trip to England, Ireland and Wales with a potential extension to Paris. The trip to England/Ireland/Wales/Paris is comparably priced to the trip to Ireland and Scotland and is still aligned with Social Studies and English curriculum.

Grant asked if all children would go to Paris if the extension were granted, and Camuso confirmed they would. Camuso added that the extension can be removed by the tour company if there is not another group interested in the extension.

**MOTION: (Grant/Mackin) to Approve the Amendment to Previously Approved Field Trip**  
**VOTE: Unanimous**

**PRESENTATIONS** –

**Overview of Superintendents Evaluation** – McKenzie stated that there have been some changes in how superintendents are evaluated under new regulations. McKenzie stated she will reiterate the evaluation process at the August meeting, including what procedures will be followed and what school committee members are accountable for evaluating her on. A summative performance rating will be given. McKenzie will set a student learning goal, a professional practice goal and some additional district improvement goals and present those goals to the school committee for evaluation and approval. Midyear the school committee will evaluate how well McKenzie is meeting those goals, and will come to a final conclusion at the end of the year. McKenzie performance will also be evaluated against the four standards of professional practice: instructional leadership, management and operations, establishing a professional culture and family/student collaboration. A group consensus must be reached, ultimately becoming one evaluation. After a few years, the school committee will also be required to evaluate McKenzie's impact on student learning. MCAS and other standardized tests will have to be considered, but otherwise the district can decide how they would like to evaluate that impact. Goals will be presented to SC as early as August.

Klesch inquired whether additional survey results would be available in August. McKenzie confirmed that she will be presenting TELL MA data and that Brian Beck will present student survey data.

**PUBLIC COMMENT PERIOD** – None

## **INFORMATION AND/OR DISCUSSION ITEMS**

Superintendents Report: Supt. McKenzie briefly discussed the personnel report, mentioning that there are very few positions left to fill. McKenzie stated that at each meeting she would like to recognize members of the Hadley education community for their contributions at the start of every Superintendents report. McKenzie stated she asked the leadership team for recommendations and that Pat Bell made a clear recommendation.

Bell stated that Carol Wood, who had recently resigned as the elementary level adjustment counselor, was instrumental in directing attention to school culture and evaluating how administrative practices with students affected performance and attendance. Bell credits her work for moving the district in the right direction and toward coming up with solutions. Wood was very thorough, spending many hours beyond contract hours meeting with parents, making sure students had activities lined up during vacation times, etc. Wood will be missed in Hadley.

McKenzie stated that was demonstrative of the fact that culture is just a collection of attitudes and actions, and that one person's passions can give way to school-wide willingness to look at things like positive behavior interventions and supports.

Principals Udall and Beck met on July 8th to review and compare student handbooks. Teachers are being convened during the week of August 4th to ensure tone and approach in the handbooks. Handbook changes will be available to the school committee for review in August.

The agenda for staff orientation is now done. Staff orientation days will be August 27<sup>th</sup> through the 29<sup>th</sup>. McKenzie has created a brief three question survey to ascertain the success and enjoyment of staff orientation. McKenzie will be riding one of the kindergarten buses to start the school year.

The governor has distributed the school safety and security task force report, stating it was sent to every police and fire chief in the commonwealth. McKenzie will sit down with the fire and police chiefs in Hadley to discuss where they feel the schools are in relation to the report and what make sense going forward.

The Mass Association of School Committees provides professional development to school committees with all fees paid for by grants. The professional development regards goal setting. McKenzie stated the school committee's interest could be discussed when all are present.

The district is looking for another possibility for a Medicaid reimbursement provider to lessen clerical burden on district. McKenzie will examine more hands-on vendors and present a cost benefit analysis.

The US Dept of Agriculture donated many computers to HPS; several computers are now at HES.

Town Administrator David Nixon sent out an email concerning unwelcome changes to cherry sheet. McKenzie will meet with Desjardins to discuss the implications of the cherry sheet and if it needs to be brought to the next meeting for further discussion.

Tri Board: Reporting and policy issues between the board of Selectman and Finance Committee were discussed, as well as the methodology proposed to make a three to five year projection. The schools submitted a three year projection last spring, and the town would like a five year projection. Chris proposed taking the past five years of spending and averaging the increases to project going forward. The Tri Board was asked to pay attention to information provided by vendors, specifically energy vendors; they also requested a list of full time equivalents for FY2015.

The Tri Board has been meeting for two and a half years with a goal of producing a three to five year projection, but have not been able to reach an agreement on numbers. Last year the hiring of an outside consultant was proposed, but costs were found to be too high. There is now talk of reapproaching this issue in a simpler way, and Dunlavy is looking for volunteers who would like to be on a Tri Board subcommittee. Hadley will also be examining their Investment and Financial policy, and are looking for volunteers for that as well. The next meeting will be Aug. 6, 2014.

Policies:

First Reading: Section A, I and J are up for first reading. This will be postponed until a time when policy sub committee members are present.

Second Reading: Sections A, K and L are up for second reading.

**MOTION: (Grant/Mackin) to accept sections A, K and L for second reading.**

**VOTE: Unanimous**

**NEXT REGULAR MEETING DATE – August 25, 2014**

Time: 6:30pm

Location: Hopkins Academy Music Room

**ADJOURNMENT**

**MOTION: (Mackin/Grant) move to adjourn the meeting at 7:04pm**

**VOTE: Unanimous**