

**HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035
February 25, 2013**

6:30 PM

Music Room Hopkins Academy

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

PRESENT: Chair: Ms. Robie Grant; Vice-Chair/Secretary: Ms. Molly Keegan
Members: Mr. Tom Waskiewicz **ABSENT:** Ms. Humera Fasihuddin and Ms. Linda Dunlavy

OTHERS: Donna Moyer, Superintendent, Chris Desjardins, Business Manager; Dee Rex, Admin. Asst.
Kathy Boyden, Mike Rooney, Jeff Udall, Jack Horrigan, Tim Neyhart, Mike Spanknebel, Beth Cooke,
Connie Douglas, Ruthann Fitzgibbons, Roxanne Downie, Dylan McCoy
Student Representatives: David Ruymen, Absent: Emma Hudgik

APPROVAL OF MINUTES - None

ADJUSTMENTS TO THE AGENDA - Captain, Mike Spanknebel and Building Inspector, Tim Neyhart

PUBLIC COMMENT PERIOD- None

INFORMATION AND/OR DISCUSSION ITEMS

Spirit Week at Hopkins Academy - Mike and Tim came to the meeting because there was an incident a few weeks ago when the fire alarm stopped working. When Mike and Tim came over to check on the fire alarm system, they found some issues with decorations in the hallways. Apparently, this has been going on for a number of years unbeknownst to Tim and Mike. The concern is the numerous fire regulations that were in violation. It was just an act of not knowing the actual regulations and requirements. The meeting tonight is to go over communications between the building official, the fire department and the schools. Unfortunately, Hopkins Academy does not have a sprinkler system. If the students are having a dance at the Most Holy Redeemer, the same rules would apply. Tim Neyhart stated that they do not intend to stop Spirit Week, maybe alter it slightly to make the students understand the danger and the procedures that have to be followed in the future. It is important to make it more of an educational experience and figure out what can be done to make Spirit Week even better. Supt. Moyer said that it was a very dangerous situation. Whenever either of the schools are having a large event going on; i.e., school concert or college fair night, Tim Neyhart and Mike Spanknebel need to be notified in advance so they can ensure that the schools are not violating any fire codes and regulations, but most importantly to ensure the safety of all attending the event. Tom Waskiewicz said that this is a good time to educate everyone on safety. Senior week is the next event coming up where decorations have been used in the past. Supt. Moyer will discuss this further with Mike Rooney, HA Principal, to come up with a plan.

Health and Safety Fair - Capt. Spanknebel handed out a draft letter for the Health Fair and the Public Safety Fair. UMass Nursing students come to us every year and help us put together fire safety programs. The draft letter is what would be sent home to the parents. The UMass nursing students will have to be COR'ed. The letter will go out on Thursday.

Date for Public Hearing on FY 14 Budget - The public hearing on the FY14 budget will be held on Monday, March 25th at 6:30pm in the Hopkins Academy Music Room. The School Committee Meeting will begin immediately following the hearing.

Date for Hopkins Academy Principal Interviews to Provide Feedback for the Superintendent - The principal interviews will be held on Monday, March 18, 2013, at 6:30pm in the Hopkins Academy Music Room.

Superintendent Search: Focus Forums and Community Survey - The community focus forums for the superintendent search will be held on March 11th at 7:00pm in the Hopkins Academy Cafeteria and on March 13th at 5:30pm in the Elementary School Staff Room. The faculty/staff focus forums will be held on March 12th at 2:10pm at Hopkins Academy in Room 109 and on March 13th at 3:15pm in the Elementary School Staff Room.

Community Survey - There was discussion about the content and format of the survey and the fact that it would be an online survey. Supt. Moyer suggested that we discuss this further at the School Committee Special meeting on March 6th at 6:45pm in the Hopkins Academy Library.

Financial Overview - Legal services account is over budget due to the school handbook revisions and legal expenses from the HA roof project and we have not yet received a \$3,800 insurance reimbursement for an employment dispute. Electrical maintenance and Technology supplies are no longer over budget since we received the insurance payments for the lighting strike. Currently working on salary figures to reflect the contract acceptances that were done in the past month. The transportation account is over budget due to the fuel escalation cause. The bid specs for the school van have been advertised. If the cost of fuel goes over a certain price, the district is billed for the difference. An energy audit was done; however, the reimbursement has dropped since Fall, 2012. Chris Desjardins is looking at other avenues for these improvements. He is looking into ways to save on heating costs and transportation. After 58% of the school year has passed, 55% of the budget has been expended. A handout of the Grant Allocations for 2013 and what has been spent as of January 31, 2013 was distributed and discussed. Per Pupil Spending analysis was distributed for review. All of these figures were based on FY11 data from the state, which is the most recent info they had available. Hadley spends \$9,770 per pupil, which is the third lowest in the state. The state average is \$13,361 per pupil. To reach the state average of per pupil spending, Hadley's total annual spending for the school district would need to increase by \$2,839,475.

SUPERINTENDENT COMMUNICATION

Elementary School Technology Proposal - Supt. Moyer and Mike Duffy met with technology staff at the Collaborative for Educational Services about the configuration and about whether to go with Thin Client or go with another software program. Thin Client program is not suitable for the usage you would want in a school. More information will be brought to the March 25th meeting. If the special article is approved, it is almost certain that teachers will be offered a 3credit course on technology early mornings in July for training.

Principal Search - There were 52 applicants. Six were chosen to be interviewed and one of them withdrew their application. Five candidates were interviewed. Supt. Moyer to check references and schedule visits for the candidates to come to Hopkins Academy.

Educator Evaluation Model - Supt. Moyer stated that we are at the point in the implementation of the Evaluation Model of buying the software called Teach Point. Next year the software will enable us to do all the evaluations electronically.

Mathematics and Language Arts Curriculum - The staff has been working on getting the Math and Language Arts curriculum in line with the common core standards. One of the consultants from the collaborative is going to do a curriculum audit. This will include looking at our documents, see if there are gaps, are they aligned vertically and horizontally, are there assessment methodologies.

Pioneer Valley Chinese Immersion School - The CEO of the school is coming to meet with Supt. Moyer and the building principals on Thursday to discuss sharing services.

Messaging System - A letter will be going out in early March asking parents for contact information to be updated for the messaging system. Up to six phone numbers can be entered for each student with system.

ACTION ITEMS

MOTION: (Waskiewicz/Keegan) to approve the ratification of Hadley Education Association, Unit A and Hadley School Committee Contract.

VOTE: 3-0

MOTION: (Keegan/Waskiewicz) to approve the ratification of Hadley Education Association, Unit C and Hadley School Committee Contract.

VOTE: 3-0

MOTION: (Waskiewicz/Keegan) to approve the Calendar 2013-2014 as presented.

VOTE: 3-0

Snow Days - Supt. Moyer has called 4 snow days to date. The Hadley Elementary School missed an additional day in September due to the lightning strike. The elementary school will make up that day on Tuesday, April 9, 2013, which was originally scheduled to be a curriculum day.

MOTION: (Waskiewicz/Keegan) to approve April 9, 2013, as a regular school day for Hadley Elementary school.

VOTE: 3-0

Approval of Programming for Hartsbrook School - by statute when a private schools exists within your town, the public school district has to approve its programming annually. Supt. Moyer stated that Hartsbrook provided all the materials that are necessary and she met with the Operations Manager. Supt. Moyer recommended to the School Committee that they vote to approve their programming for the academic year.

MOTION: (Waskiewicz/Keegan) to approve Hartsbrook School programming for the current academic year.

VOTE: 3-0

Third Reading and Potential Adoption of

ACAB Sexual Harassment

ACAB-R Sexual Harassment Definitions and Procedures

MOTION: (Keegan/Waskiewicz) to approve the policies as written.

VOTE: 3-0

GCCC Employee Family and Medical Leave

GCCC-E Family and Medical Leave

GCCC-F Massachusetts and Maternity Leave

GCCC-G Small Necessities Leave

MOTION: (Keegan/Waskiewicz) to approve the policies as written.

VOTE: 3-0

PERSONNEL REPORT

The following people have been appointed as spring coaches: Jordan Branson, V. Baseball; Kevin O'Connor, JV Baseball; Dan Vreeland, MS Baseball; Fred Roach, V. Softball. Currently, the JV and MS Softball coaching positions are vacant.

Upcoming Meetings - March 2nd at 10:00am with the Finance Committee, March 6th at 6:45pm Special Meeting, March 18th at 6:30pm in the HA Music Room Special Meeting - Principal Interviews

NEXT REGULAR MEETING DATE - March 25, 2013

Time: 6:30pm

Location: Hopkins Academy Music Room

ADJOURNMENT

MOTION: (Waskiewicz/Keegan) move to adjourn the meeting at 7:39pm

VOTE: 3-0

Approved by School Committee: March 25, 2013