

**HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
Minutes September 24, 2018 HA Cafe**

5:30 PM

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***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 5:30 p.m.**

Klesch called the meeting to order at 5:30 p.m. members present: Klesch, Fasihuddin, Phifer, Brugger, Shannon.

**Record of Votes**

- Approval of AP warrants submitted in August 2018- Phifer moves; Shannon seconds. Vote 4-0-1
- Approval of August 27, 2018 Minutes- Phifer moves; Brugger seconds. Vote 5-0-0
- Approval of warrants submitted in August 2018- Shannon moves; Phifer seconds Vote 5-0-0
- Approval of request to waive building use fee for FTC Robotics meet- Fasihuddin moves; Phifer seconds. Vote 5-0-0

**D.C Trip High School (5:35 pm)**

Amy Lanham presented the committee with details about the Washington DC trip planned for October 12-20, 2019. She spoke of the change in the trip schedule so that students would return on Saturday instead of Sunday since several students were absent from school on the Monday after the trip last year. Fasihuddin states that she was happy with the diversity of the trip and that she was pleased the students would have more time to visit sites as the trip is 8 hours each way. Klesch asked about the availability of time for students on the trip to work on school assignments so they would not fall too far behind. She responded that students have opportunity when traveling on the bus and sometimes in the evening after dinner to do school work. Discussion took place regarding fundraising for the trip. Ms. Lanham explained that some students would participate in both group and individual fundraising and that she had drafted a letter seeking sponsorships and donations for the trip. In response to Klesch's question, Ms. Lanham said students would be staying at the same hotel the entire time. With no further questions, Fasihuddin moves to approve the DC trip. Phifer seconds. Vote: 5-0-0

**Europe Trip- High School (5:47 pm)**

Lyndsey Roberts was present to inform and seek approval for the tentatively scheduled April 2020 trip to England, Ireland, and Wales. She told the committee that she would like to offer the trip to the classes of 2020, 2021, and 2022. Ms. Roberts reasoned that the class of 2020 has not expressed a lot of interest in the trip, but the class of 2022 has shown a lot of interest. She would like to open the

opportunity to go on the trip to that class as well. Phifer asked about sophomores going on the trip in previous years. Ms. Roberts stated that there had been a few that attended in the past. Ms. Klesch said that expanding the eligibility would help make sure that all the slots were filled for the trip. Phifer moved to approve the inclusion of eligible sophomores in the Europe trip. Brugger seconded. Motion approved 5-0-0.

#### **New York City Trip (5:55 pm)**

Ms. Roberts reviewed the itinerary of the NY trip, which is a cross-curricular trip open to every student in 8<sup>th</sup> grade. She mentioned that the trip was Thursday and Friday before a weekend so that students could recuperate over the weekend and avoid absences the day after the trip return date. She added that the trip was during the 7<sup>th</sup> grade testing which would help maintain the quiet of the building and that the May date was a nice break in between the MCAS testing. Ms. Roberts asked if the SC members had any questions about the trip itinerary and said she would be happy to send the members detailed information about the schedule for each day of the trip. Mr. Shannon asked if attending a musical was included. Ms. Roberts said as much as she would love to include that, the cost was prohibitive. Ms. Roberts explained that the students would be involved in fundraisers for the trip. A popcorn fundraiser would provide funds directly to individual students and two other general fundraisers, a dine-in and car wash toward the total cost of the trip. She added that more fundraisers were possible if the students were motivated. Ms. Fasihuddin asked if the cost was based mainly on the hotel accommodations. Ms. Roberts explained that the cost quoted for rooms was before fundraising and donation from the Trustees. She is hoping that after fundraisers and donations, the room would cost about \$54.00/ person per night and the total cost of the trip estimated at \$330. Ms. Klesch asked about the logistics of traffic, travel, etc. and chaperones. Ms. Roberts assured the School Committee that attention to the details of timing, and travel challenges would all be worked out. With there being no more questions, Phifer made a motion to approve the NY trip. Shannon seconded. Approved 5-0-0.

#### **Annual Health Report- Rene Denenfeld (6:00pm)**

Ms. Denenfeld reviewed the highlights of her report with school committee members. Among them was a new policy for Birthday Celebrations, HES student medical monitoring transitional plan, HA and Vaping, Mental Health/ resilience, and the incorporation of suicide prevention into the 9<sup>th</sup> grade curriculum. HPS will no longer welcome outside food for individual birthday parties. In lieu of those practices, the school will hold a birthday celebration once a month to honor all the children who have birthdays in that month. A healthy nutritious snack will be provided by the school. Ms. Denenfeld outlined the advantages of this policy as more classroom learning time, equal treatment of all students, less pressure on parents, and better nutritional options. Ms. Denenfeld provided a brief overview of data reports from Hadley elementary School and Hopkins Academy health offices. She presented the SC members with statistics in regards to student health issues over the past year. She also spoke about outreach to students in the area of health issues education. Updates to the Mental Health grant were provided as well as the update for suicide prevention and postvention protocols. All staff are required to review and sign off on the protocols annually. Ms. Denenfeld also presented plans for 2018-2019, which include a 9<sup>th</sup> grade curriculum on suicide prevention, addressing the opioid crisis by including a

weekly column about poison prevention, educating teachers on when to send students to the health office, and utilizing the website as an educational tool for families and staff. Ms. Denenfeld expressed concern about the increasing difficulty in securing substitute nurses due to the salary. She offered an informational survey to illustrate that Hadley was not competitive in the substitute pay for nurses. She also mentioned her concern about nurses and overnight field trips and the compensation for a 24 hour period of nurse coverage being the same rate as for one 7 hour day of coverage. The superintendent arrived at the meeting as the discussion centering on substitute nurses was taking place. She explained that the substitute nurses for field trips are paid at the per diem rate just as teachers are. Ms. Brugger asked about the expenses incurred for a field trip, such as room, meals, etc. for substitute nurses. Ms. Denenfeld responded that in order to be covered by the school's liability insurance, there is a need to be compensated, even if it is a parent/ nurse on the field trip. She added that payment of trip expenses are negotiated between the field trip coordinator and the nurse. McKenzie responded to Brugger's question about why parent/ nurses are not always used for field trips. She said that if there is a parent chaperone who is a licensed nurse willing to serve as nurse, that is standard for most field trips. Fasihuddin complimented Ms. Denenfeld on her health column and made the suggestion that perhaps another term could be used as the subject of the column other than poison, such as substance abuse. Fasihuddin's concern is that parents might interpret the purpose of the column to address accidental poisoning. Fasihuddin went on to say that educational support for parents regarding all types of substance abuse is very important. She mentioned that the Mother's Club was sponsoring a presentation on vaping next month. Mr. Shannon expressed some concern about the potential limitations that teachers would have in sending children to the nurse, not knowing what the parameters of those restrictions would be. He also said that he was made aware of an instance where a teacher administered medication to a student earlier than prescribed. Ms. Denenfeld said they would discuss the matter. In regards to criteria for sending students to the nurse, Klesch said there is a fine line where students can go to the nurse for everyday ailments, but cannot be medically diagnosed. Fasihuddin mentioned that sometimes children need the nurse's office as a respite for stress related issues during the school day. Brugger agreed that children are under more stress these days. Brugger suggested that the school website have a visible link on home page for health related updates and information. McKenzie said she would review the website. Brugger expressed that the superintendent's weekly email was very informative and widely read, so adding a link or guide to current health related information would be very helpful. Fasihuddin thanked Ms. Denenfeld for providing the statistical report and information.

### **Superintendent Update on Opening of School (6:20pm)**

McKenzie provided the School Committee members with data in regards to this year's enrollment and number of school choice students. She thanked board members and teachers for their input as to what offerings and qualities make our schools desirable and ongoing ideas for new offerings that will make HPS more attractive to future potential school choice students. McKenzie told SC members that HPS has experienced increased diversity of the student population. She said she would have more school choice information for the committee after the October 1, 2018 data had been compiled. McKenzie said it was a very positive school start and thanked the teachers and staff for making that possible. Klesch

mentioned she enjoyed the Open House and Fasihuddin stated that the classroom environments were very conducive to creativity.

#### **Schedule of Presentations to School Committee (6:25pm)**

McKenzie presented a suggested annual schedule for the SC, which listed the items to be addressed annually or biannually and the months they are normally reviewed and addressed. She expanded on some of the items and added that she had placed a few options for the SC on the schedule, such as student groups coming to the meetings to share what their clubs/ activities were engaged in. McKenzie informed the committee members that she would provide MCAS data to them at the next meeting.

#### **Request for Waiver of Building Use Fee FTC Robotics Meet (6:27 pm)**

The Committee was in receipt of a request from the robotics club to waive the building use fees for an upcoming meet to be held at Hopkins. McKenzie informed the committee members that Robotics was not a school club but many of our students belong to the club. Hadley is hosting a meet for competition from all over the state involving several high schools. The group has their own liability insurance, but is requesting a waiver of the fees as is granted for nonprofit organizations. Fasihuddin said it is a beneficial event for HPS and provides a positive visibility. Klesch agreed, adding that it gives our students the experience of hosting leadership and an opportunity to showcase HPS facilities. Shannon asked what the fee would be without the waiver. McKenzie responded that the charge for for profit organizations on weekends was \$25.00/ hr. plus contracted custodial fees. The charge for non-profits would be the contracted custodial fees due if held on a Saturday. Klesch suggested that the event may even generate some local business income from visitors. Shannon suggested that selling food or snacks at the event could be a field trip fundraiser. McKenzie said that was a possibility if the cafeteria staff were open to that idea. Fasihuddin asked about the number attending the event. McKenzie estimated a couple of hundred. Fasihuddin moved to approve the waiver of building use fees for the FTC Robotics Meet. Brugger seconds. The motion passed unanimously.

#### **Personnel Report (6:29 pm)**

School Committee reviewed the brief personnel report

#### **Public comment**

There were no members of the public present for Public Comment

#### **Expense Report (6:30pm)**

Mr. Desjardins informed the committee members that basically everything was going according to plan and there was limited activity as it is still the start of the school year. He said that there were some accounts in the negative which is a temporary situation because there is anticipated grant money not yet approved and school choice funds have not been transferred yet.

### **Revolving Accounts**

Desjardins also reported on revolving accounts. He noted that the cafeteria had a positive balance of \$120.00. He added that all revenues have not been posted with the exception of school choice.

### **Grant Report**

Desjardins said he had no grant report this month as grants have not all been approved, but he is confident they will be.

### **Capital Plan (6:35pm)**

Desjardins spoke of capital planning items of the cafeteria equipment and health/ security upgrades and the need to increase the cost estimates somewhat. He also informed the committee that there were some necessary expenditures at HES as a result of a recent inspection. The playground needs more wood chips to meet required thickness. Trip-hazard cracks in the parking lot sidewalks need to be repaired at an estimated cost of \$16,510, to be done in the fall or be deferred until spring. The estimate for the Hopkins parking lot is \$11,260. The Hopkins parking lot is scheduled to be resurfaced 3-4 years from now and was not written up as a violation. Phifer asked if the additional parking lot between the school and the church had been discussed. Desjardins responded that it had not. Phifer said that he was of the understanding that the capital planning committee was considering additional parking spaces in the egress area adjacent to Hopkins parking lot as part of a project. Desjardins said it was possible that the capital planning committee was discussing the issue. Desjardins said that the girl's locker rooms are on the schedule for next year. He asked if the committee wanted him to pursue getting some more meaningful pricing. Klesch said she would like to have a more realistic figure but in term of priority, it is probably not slated for immediate attention. Desjardins acknowledged that the last estimate was from 2009. Fasihuddin asked if there would be a cost to get an updated estimate. Desjardins said there might be. Klesch suggested that if the girls locker room project could be combined with fixing plumbing, water pressure, and drainage issues, affecting the boys locker room, it would be beneficial. Desjardins explained a little bit about the cause of the drainage problems and added that Mr. Mish gave him the impression there was not an easy or inexpensive fix to the problem.

### **School Committee Reports/ Discussions (6:44pm)**

Policy Meeting- Pending meeting date

Finance/ Triboard- Klesch reports no update

Fields- Phifer reported on the September 11 meeting of the Athletic Field committee. He reports that the design is more tricky than anticipated due to the field being in floodplains and water management is a major issue. There is discussion of installing drainage piping into a ditch. The conservation commission has questions regarding the maintenance of the ditch and requested that the fields committee communicate with the DPW regarding maintenance. Phifer also mentioned a landowner that claims part of the new field design includes some of his land. Berkshire design is working with the surveyor to investigate that. He added that if the plan does include a local landowner's property, the plan would be subject to revisions. Desjardins said he

spoke with the surveyor, who is continuing to research all the records and said that the information is not clear at this point. Phifer informed the committee that once these issues were resolved, an updated cost estimate would be obtained.

CES- Fasihuddin informed the committee that the next board meeting is scheduled for Wednesday night and she would update the board after the meeting.

The School Committee voted on the action items on the agenda (warrants, minutes) with the vote record indicated on first page of these minutes.

Klesch informed the committee members that the next school committee meeting was scheduled for October 22, 2018.

**Adjournment (6:46 pm)**

With no further business at hand, Fasihuddin made a motion to adjourn the meeting at 6:47 pm. Phifer seconded and the vote was 5-0-0.

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