

**HADLEY SCHOOL COMMITTEE
HADLEY PUBLIC SCHOOLS
HADLEY, MASSACHUSETTS 01035
Minutes January 14, 2019 HA Cafe**

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

The meeting was called to order at 5:30 p.m. by motion of Shannon and second by Phifer and vote of 4-0-0. Members present: Klesch, Phifer, Shannon, Brugger. Fasihuddin absent.

Record of Votes

- Approval of AP warrants submitted in December 2018 2018- Phifer moves; Brugger seconds. Vote: 3-0-1.
- Approval of December 17, 2018 Minutes as amended- Shannon moves; Phifer seconds. Vote: 4-0-0.
- Approval of warrants submitted in December 2018- Brugger moves; Phifer seconds. Vote: 4-0-0.
- Acceptance of Lunch Program Donation- Phifer moves; Shannon seconds. Vote: 4-0-0.
- Acceptance of Music Workstation Donation- Phifer moves; Brugger seconds. Vote: 3-0-1.
- Acceptance of Items for Music Department- Phifer moves; Brugger seconds. Vote: 3-0-1.

FY20 Budget Update (5:35pm)

McKenzie updated the committee with budget projections for Fy20. She provided details about the importance of maintaining a reserve balance in the circuit breaker fund for emergency or unforeseen special education expenses

Phifer inquired about school choice net surplus. McKenzie responded, saying that school choice has increased with more students coming in than going out with an approximate increase in number of choice students from 78 to 94. She added that there was a slight increase in school choice outgoing students.

Discussion continued about school choice projected revenues. Phifer asked that McKenzie review the school choice policy with the committee. It was noted that as grant monies decrease, reliability on use of school choice funds increases. McKenzie informed the committee that the Town was looking for an estimate for local contributions by January 29th. She said that she needed to provide information as to changes in revenue and the reason for the changes. McKenzie stressed that the numbers being provided were estimates; especially the governor has

not released the Cherry Sheet yet. McKenzie gave the committee a preview of the kind of data they would be provided at the budget proposal presented to the School Committee prior to submission to finance committee and Board of Selectmen. She noted in particular that there have been staff increases, particularly in the ESP area since the budget was developed last year. Phifer asked about the increase the school would be asking for backing out the reductions in state funding. McKenzie agreed with Phifer's estimate of about 3%. Phifer asked if there was an anticipated increase in the circuit breaker account. Desjardins said the increase expected is 3.3%. After continued discussion about the budget process, state funding, and local revenue projections, McKenzie asked the Committee if they were comfortable with presenting the figures she had given them to the Town Manager as a starting point. Klesch and Phifer suggested that any budget increase requests be explained in regards to the reasons for requested increases. McKenzie reassured them that everything would be clarified and supported. She added that the budget presentation before them was a worst case scenario and factors currently unknown may change the projected percentage increase in the budget.

Capital Plan

Girls' Locker Room (5:55 pm)

Desjardins provided a timeline for the locker room project, which outlined the steps needed for town meeting and the bid process. Desjardins said it was realistic to anticipate the project being completed in Summer 2020. Phifer asked Desjardins if he had an estimate for the project. Desjardins said he did not have an estimate at this time. Some discussion took place regarding the decision of whether to complete both the girls and boys locker rooms at the same time or to do them as separate projects.

Desjardins said he was planning to get two estimates that would cover both options. Phifer asked if the school had the resources to pay for the estimate or if the Town could provide financial support. McKenzie clarified that the district had the design but not an updated estimate for the project. Phifer inquired if the designs were rough designs or ready to be put out to bid with specifications. Klesch asked if there were any concerns for associated repair costs that may not be known due to the age of the area of the school that houses the locker rooms. Desjardins said that the building inspector had done an assessment of the area and found no major issues. He added that the district would have to hire a firm to write the specs for the bid. Phifer asked how much school funding could contribute to the project. McKenzie responded that the money would have to come from school choice as there is no money budgeted for it. McKenzie said she would ask the Town Administrator to put a placeholder on the warrant for the cost of the estimate. Shannon added that if the estimate ended up to be a nominal amount of money, he would not want to put it on the warrant. McKenzie agreed.

MSBA Statement of Interest (6:05pm)

McKenzie reviewed the procedure for the filing of a Massachusetts School Building Authority Statement of Interest for funding of the locker room project. If the statement of interest application is deemed to be a project eligible for funding, an invitation to apply for funding would follow. She outlined the timeline for the MSBA application and noted that the Statement

of Interest would require the Committee's certified vote as well as a certified vote from the Select Board. McKenzie said the elements and responses needed for the Statement of Interest would be collected and incorporated into the statement application for the Committee's review.

Phase I Fields Timeline (6:15 pm)

Phifer informed the committee members that there would be a meeting on this date with the School Committee and the CPA for submission of a proposal for \$185,000 to finalize the first phase. Phifer reviewed all of the funding and contributions to date. He then reviewed the timeline. He said the funding should be in place by March, bid specs in April, and vote at May Town meeting for remaining funding, and advertise the bid and start construction in the summer. Klesch asked if there was any other discussion regarding the Capital Plan. Desjardins said he had made a change to the plan by moving the locker rooms to year 3 and the school bus to year 2. A brief discussion followed regarding the transportation bid with the cost savings of a one-tiered transportation system to be considered.

Phifer inquired about the bus cost analysis. McKenzie responded that the committee would be provided with data in order to make an informed decision. Phifer also mentioned studies that showed an improvement in academic performance with a later school start time. Some discussion took place regarding this topic. McKenzie said there was some parent concern for elementary students starting later due to work commitments and she wanted to have as little disruptive impact on families as possible. She assured the committee that a single tier transportation system was feasible, since the school district is small. Shannon mentioned a possible concern about the older students riding the same bus with the younger children. McKenzie said that she believes that the older children behave more responsibly in the presence of the younger students. She mentioned the late bus where both age groups currently ride the same bus as an example. McKenzie said that parent input would be considered in any changes to the school bus transportation system.

Personnel Report (6:25 pm)

McKenzie reported there was only one personnel change in the cafeteria.

Public Comment

There were no members of the public present for comment.

Business Manager Report (6:27 pm)

Expense Report

Desjardins reviewed the expense report through January 9, 2019. He said that most budget line items were where they are expected to be with the exception of a few overages, such as tuition to nonpublic schools and special education transportation. He said that once monies were transferred from grants and circuit breaker, those accounts would be in line with the budget. He mentioned that there are some unbudgeted expenses he hopes can be absorbed which were the costs of retirements which included unused vacation time and retirement incentives payouts.

Grant Report

Desjardins informed the committee that some of the grants had been fully expended but there were still substantial funds in the 240 grant and circuit breaker. He said that he would be moving nurse salary into the Health Grant. Desjardins summarized the remaining grant activity and asked if there were any questions. There is some confusion about whether the 391 grant for preschool is available for FY20 and Desjardins is looking into it.

Revolving Account

Desjardins said that the lunch account was again not accurate due to the timing of deposits. Since this is an ongoing issue, Desjardins suggested that he report the lunch revolving account based on previous month.

School Committee Reports (6:32 pm)

Policy Sub Committee- scheduled to meet 2/27/19.

Finance Tri board- Klesch has no updates since last meeting.

Capital / Fields- no new updates.

Action Items

Votes recorded on page 1.

- School Committee votes to approve the AP Warrants submitted in December 2018
- School Committee voted to approve the minutes of December 18, as amended.
- School Committee voted to approve the Warrants submitted in December 2018.
- School Committee voted to approve acceptance of a donation of \$500.00 to the Lunch Program from Redeemed Christian Church of God located in Amherst.
- School Committee voted to approve acceptance of a donation of a music station to the Music Department valued at \$1,800.
- School Committee voted to approve acceptance of a donation of items for the Music Department valued at \$812.00.

Next Scheduled Meeting: February 25, 2019 at 5:30

Klesch reviewed the items on the agenda for the February 25th meeting.

Executive Session (6:37 pm)

Brugger mad a motion to go into Executive Session to discuss strategy with respect to contract negotiations with nonunion personnel and to NOT reconvene in open session. Shannon seconded the motion. Vote was 4-0-0.