

**HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
Minutes June 19, 2019 HA Cafe**

DRAFT

**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.***

**Present:** Klesch, Brugger, Shannon. Phifer arrived approximately 5:45 pm. via remote media.  
**Absent:** Fasihuddin, Kelley

**Call to Order** – On motion made by Brugger and seconded by Shannon, Klesch called the meeting to order at 5:30 pm.

**Adjustments to the Agenda**

McKenzie said the committee may reconvene in open session upon conclusion of Executive Session.

**Presentations/Discussion Items (5:35 pm)**

Field Trip Master Calendar – Preliminary Draft

The committee was provided a master list of field trips approved to date, including eligible grade levels, approximate dates and costs.

HA Environmental Science Field Trip Proposal (5:40 pm)

Susan Duncan was present to present information regarding a new field trip proposal to the Florida Coral Reef. The trip would be scheduled for February 2021 and the approximate cost per student would be \$1,815. Duncan shared handouts of information about the trip, including sites to be visited, activities, tour specifics, hotel, meals, safety information, liability policy, and insurance. Connections to the Massachusetts Frameworks Biology Standards were provided to the Committee and Duncan said that students would have the opportunity to complete credited independent study related to the trip. Fundraising and number of chaperones will be in accordance with school committee policies. Duncan informed the committee members that 15 students had already expressed an interest in the trip. On motion made by Brugger and seconded by Shannon, the vote to approve the trip was unanimous at 4-0-0.

Hadley Kids Program (5:50 pm)

Discussion was held regarding Hadley Public Schools managing and operating Hadley Kids Inc., after school program. Kim Pieffer, from the Board of Directors was present to answer any

questions regarding Hadley Kids Inc. McKenzie provided relevant information for the Committee's consideration. Committee members inquired about costs, liability, and continuity of the Program during the transition. McKenzie and Pieffer responded to all questions and concerns. Upon motion made by Brugger and seconded by Shannon, the committee voted unanimously for the School Department to take over Hadley Kids, Inc. Program starting in the 2019-2020 school year.

#### HA Schedule and Course Enrollments (6:00 pm)

The Committee was presented with an updated Master Course Schedule for Hopkins Academy with a summary of changes to the schedule and driving reasons for the changes. McKenzie said that there may still be a few conflicts in student schedules which may need adjustments when school starts. McKenzie reminded the committee that two years ago, there was an increase in FTE math teachers and the elimination of a home economics teacher due to class enrollment numbers being high and low respectively. She mentioned that the AP French and Logical Reasoning classes currently had low enrollment but that these type of classes increase the state accountability points. Shannon inquired about the frequency of evaluation of course offerings made and gave an example of a class with low enrollment and asked if perhaps a different course in the same content area would draw higher enrollment. McKenzie responded that the courses and interest level are analyzed at least once a year. She mentioned that teachers often introduce new courses in response to student interest.

#### Start Time Task Force (6:15 pm)

McKenzie provided the Committee with a proposal for a School Start Time Task Force Committee, including member representation, meeting frequency and tasks to encompass reviewing research; brainstorm options; analyzing cost, contract, and transportation implications. McKenzie said she would like to get things set up in August. Later in the process, McKenzie and Desjardins would analyze contract negotiations and transportation costs. She stressed the need to have all information in place for a decision to be made in time for budget consideration.

#### School Committee Calendar for 2019-20 (6:20 pm)

McKenzie furnished an updated School Committee Schedule of Annual Presentations/ Data Analysis, which outlines a month-by-month listing of topics to be reviewed by the School Committee and the corresponding DESE Standards for each topic. Klesch said it was a very helpful document and thanked McKenzie.

#### **Personnel Report (6:25 pm)**

The committee was provided with an updated Personnel Report of resignations, new hires, and current vacancies. McKenzie said the process to hire a new middle school science teacher was underway and final candidates had been selected for the one-year guidance position.

**Public Comment Period (6:30 pm)**

There were no members of the public present for comment.

**Business Manager Report (6:31 pm)**

Expense Report: Desjardins reviewed financial reports with committee members. The expense report provided detailed information on department expenditures to date. Desjardins informed the committee that the year-end budget figures will be positive with any deficit (currently \$56,000) to be offset with school choice funds. Desjardins added that there will be income from the Pre School grant which will be deposited back into School Choice fund. The final balance should be about the same as the starting balance for the year.

Grant Report: Desjardins reported on the grant balances. All grant monies have been expended with the exception of a small amount in the ESHS Health Grant and a carry-over in the Circuit Breaker Fund.

Revolving Accounts: Desjardins provided the most recent information (as of May 31, 2019) available on the Revolving Accounts. A continuing deficit in the Lunch Account was noted as having been resolved for year-end.

Capital Plan with Detail: Desjardins presented a detailed updated ten-year Capital Plan, and noted the need to replace school buses every 10 years. He added that there was a plan in place to rotate the buses so as to not put all the wear and tear on only a few buses. Desjardins said there had been some adjustments to the plan and reviewed them with the committee members and said he would send them an updated version. He informed the committee that he had received an estimate for the girl's locker room project. Desjardins informed the committee that the technology portion of the Capital Plan had been updated. An update on the progress and anticipated timeline for the Athletic Fields Project was provided by Desjardins.

**School Committee Reports/Discussion (6:50 pm)**

- The Policy subcommittee is scheduled to meet June 25, 2019
- Finance/TriBoard- Klesch reported that continuing negotiation discussions with bus drivers are almost completed. McKenzie said that when both sides are comfortable with a tentative agreement, David Nixon will be invited to participate in the meeting when SC considers/ votes on the contract.
- Capital/Fields- Desjardins provided Report
- CES – Charting the Course- Klesch will attend the CES training on September 7, 2019.

Klesch mentioned that she had received a response from Senator Comerford regarding the proposed change to charter reimbursement in H70/H3800 which said the Senator is opposed to the change and filed a budget amendment.

### **Retreat Agenda (7:05 pm)**

McKenzie provided a draft agenda for the August 5<sup>th</sup> School Committee Retreat meeting.

Discussion items include

- a. School Committee Norms and Code of Conduct
- b. Vision and Current Reality
- c. Inhibitors and Encouragers
- d. Growing Success and Solving Problems
- e. Review of Town and School Capital Plans
- f. Review of SWOT Analysis

### **Action Items (7:10 pm)**

- a. Approval of AP warrants submitted in May 2019 – Motion: Brugger; Second: Shannon; Vote: 3-0-1
- b. Approval of May 28, 2019 Minutes – Motion: Shannon; Second: Brugger; Vote: 4-0-0.
- c. Approval of warrants submitted in May 2019 – Motion: Brugger; Second: Shannon; Vote: 4-0-0.
- d. Approval of Environmental Science Field Trip to Florida Coral Reef HA- Motion: Brugger; Second: Shannon; vote: 4-0-0.
- e. Hadley Public Schools to manage operations of after school program with regular updates to the School Committee. (HKI)- Motion: Brugger; Second: Shannon; Vote: 4-0-0.

**Next Meeting:** August 5, 2019 at 4:30 pm (School Committee Retreat)

### **Executive Session (7:15)**

Chair Klesch entertained a motion to enter Executive Session to discuss strategy with respect to contract negotiations with nonunion personnel and to discuss collective bargaining strategy with respect to the United Public Service Employees Union.

Motion: Brugger: move to go into Executive Session to discuss strategy with respect to contract negotiations with nonunion personnel and to discuss collective bargaining strategy with respect to the UPSEU and may reconvene in open session. Second: Shannon.

Roll call vote:

Mr. Keith Shannon: Yes

Ms. Heather Klesch: Yes

Ms. Humera Fasihuddin: Absent

Mr. Paul Phifer: Yes Ms. Tara Brugger: Yes

### **Reconvene in Open Session**

The chair entertained a motion to adjourn executive session and reconvene in open session.

Shannon moved. Brugger seconded.

Roll Call Vote: Shannon - yes; Klesch - yes; Brugger - yes; Phifer - yes.

Executive Session adjourned at 7:25 pm.  
Klesch calls open session to order at **7:25 pm**.

### **Superintendent Contract**

Klesch entertains a motion to approve the superintendent's contract commencing July 1, 2019 and ending June 30, 2024 with a 1.5% increase in FY20 and all other revisions as presented. Brugger moves. Shannon seconds. Vote 4-0-0.

### **Food Service/ Custodian Wage Scales**

Klesch entertains a motion to add a step 6 to the food service and custodian wage scales and increase step 1 of the food service wage scale to \$12.75 beginning in FY20. The committee further directs the business manager and superintendent to determine step six on the custodian wage scale. Brugger moves. Shannon seconds. Vote 4-0-0.

### **Adjournment**

Klesch entertains a motion to adjourn the meeting.  
Shannon moves. Brugger seconds. Vote 4-0-0.

Meeting adjourns at 7:30 pm.