

**HADLEY SCHOOL COMMITTEE MEETING  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
Minutes August 26, 2019  
125 Russell Street, Hadley, MA 01035 5:30 pm**

**Call to Order – 5:30 pm**

Klesch calls meeting to order. Present Klesch, Brugger, Shannon, McKenzie, Desjardins.  
Absent: Phifer, Kelley.

Klesch asked for a motion to call the meeting to order. Fasihuddin so moved; Brugger seconded and the vote to open the meeting was unanimous. Klesch asked if there were any adjustments to the agenda. There were none.

**HES Handbook (5:32 pm)**

A copy of the HES handbook with changes marked was sent previously to the members of the school committee. Dowd was present to summarize the changes made to the HES handbook and provide reasons for changes. She addressed the change in dismissal procedure. Dowd explained the procedure last year had adults walking children out to meet parents and this year the parents are invited in to pick up children. She said the new procedure was more safe and consistent and had received positive feedback from parents. Dowd clarified a change in the health service part of the handbook. On motion from Fasihuddin and seconded by Brugger, the Committee voted 4-0-0 to approve the 2019-2020 HES handbook.

**HA Handbook (5:38 pm)**

Beck was present to summarize and explain changes to the HA Handbook. He presented the rationale and changes to the cell phone policy and Senior Privileges and Responsibilities. Beck also explained the process used to develop the revised policies, which included staff, leadership, and student council input. The new policy addresses the ongoing issue of punctuality in arrival to school. The revisions to the cell phone policy are to provide more clarification on enforcement. Beck said that social media was a distraction to middle school students during the school day and the policy now requires all middle school students to turn off their cell phones between 7:30 am and 2:00 pm. At the high school level, cell phone use is to be enforced by the teacher and there is a need for consistency of enforcement and clarification. High school students may turn on their cell phones during passing, break, and lunch only. Klesch inquired if the cell phone suspension meant that a student could not have the cell phone physically at school. Beck clarified that the student had to turn in their phone to the office at the beginning of the day and retrieve it after school so they could communicate after school hours if needed. The suspension of cell phone privileges only applies to school hours. Fasihuddin asked about the consequences for junior's punctuality. Beck explained that their record of punctuality in junior

year would affect senior privileges status the following year. On motion made by Brugger and seconded by Shannon, the committee voted 4-0-0 to approve the HA handbook for the 2019-2020 school year.

### **District Strategy and Superintendent Goals (5:48 pm)**

McKenzie reviewed the District Strategy Document, noting that there were no significant changes to purpose or vision. She spoke to the expectations, specifically mentioning the development of Early College High School and Innovation Pathways. McKenzie provided rationale as to why rigorous, challenging coursework was especially important. She informed the committee of the status of the Innovation Pathways grant which includes pathways to Business & Finance, Life Science, and Environmental Science. Early college credit is something McKenzie is collaborating on with Greenfield Community College with a goal of opportunity for high school students to have earned at least 12 college credits upon high school graduation. In regards to Chapter 74, McKenzie spoke of the fire science courses being offered at Hopkins and added that they may link with Early College Pathways in the future, with a possibility of including a criminal justice pathway. Committee members expressed that they were pleased with the idea of providing so many new pathways and opportunities for Hopkins students. Upon motion made by Brugger and second by Fasihuddin, the vote to approve the District Strategy and Superintendent's goals was 4-0-0.

### **School Redesign Opportunities (6:00 pm)**

McKenzie described an opportunity for participation in a School Design Workshop in Framingham where teams of students, parents, high school principals, high school teachers, and superintendents work to ensure that curriculum is relevant to students. She described a second opportunity of smaller teams participating in learning excursions where they visit different schools in various regions of the country to witness relevant learning practices. McKenzie informed the committee members of dates, procedures, etc. for the design opportunities.

### **Title I Program Evaluation (6:10 pm)**

McKenzie informed the committee that the Title I Program Evaluation is something that the district does every year. The self-evaluation process ensures compliance. She directed their attention to the positive growth of students enrolled in Title I for the 2018-2019 school year. She pointed to the outstanding results of aggressive growth in Grade 1, crediting tiered intervention support for the success of the program. McKenzie explained some of the details regarding testing for fluency and comprehension, benchmarks, and growth.

### **ELL and ACCESS Data (6:15 pm)**

McKenzie pointed to examples of impressive student growth. Data included comparison of state progress targets and student progress. Klesch asked how the progress targets were

determined. McKenzie said she would research more detail in that regard and share with the committee.

### **Post-Secondary Readiness Indicators (6:20 pm)**

McKenzie provided HA percentage data to include students taking AP courses, students enrolled in college, persistence in college attendance, and students obtaining degrees. Also included in the data were AP scores indicating excellent performance by HA students taking AP exams. McKenzie informed the committee that there would be an additional AP course in Economics this year.

### **Capital Plan/ Warrant Articles (6:25 pm)**

Desjardins summarized changes in the Capital Plan, noting that the technology upgrades were newly added. He also mentioned the new bus which is the first of the 10 year replacement plan. He asked for feedback regarding the timing of tech upgrades- whether it be in the fall or spring. Shannon asked how many obsolete computers were being replaced. Desjardins estimated fifty. Fasihuddin asked about the need for iPads at the elementary level and a concern about delaying elementary technology needs until the spring. McKenzie said she would have Desjardins check with Olsson to see what his timeline prediction is and then decide whether to place a warrant article in September or wait until annual Town Meeting and would also check in with Pam Haywood regarding HES technology needs. McKenzie said HES needs may be met through support groups or the operating budget, depending on the need. Klesch said she is hesitant to defer the technology article and would like to request a balance of needs together. Fasihuddin agreed.

Desjardins mentioned the Hadley Kids after school Program coming under the umbrella of HPS and said there is currently no account set up for that program and there is a need to create a revolving account. The money is currently being deposited in the Park & Rec account and will then be transferred when the Hadley Kids revolving account is approved and opened. Fasihuddin mentioned that information and possible visuals demonstrating need for warrant articles be made available for Town Meeting. McKenzie and Desjardins said they would prepare information and visuals for town meeting presentation. Committee members will tour the locker rooms at HA during their September meeting.

### **SWOT Update (6:32 pm)**

McKenzie said that she may not have accurately captured the third bullet under Weaknesses and was looking for input in that regard. She said she did not want to dismiss any perceptions, but that more specific data was needed so that issues can be addressed. Consideration should be given to programs, resources, and inclusion in curriculum, and extracurricular activities. The committee was in agreement that more specific information and data is needed. McKenzie said she would make an adjustment to that portion of the SWOT. Fasihuddin said the SWOT

document was very helpful. Klesch mentioned that it had been gratifying to look at previous SWOTS and see progress in eliminating weaknesses and taking advantage of opportunities.

#### **Director of Curriculum, Instruction, and Assessment (6:38 pm)**

McKenzie referred to a previous discussion of efforts to increase capacity and grow leadership from within. McKenzie provided information about the new position and how it would help the district in relation to curriculum development, curriculum review, new curriculum adoption, quality professional development, mentoring and induction, and getting the Innovation Pathways, College Pathways and Chapter 74 up and running. In response to a question from Klesch, McKenzie said this position would be a teaching position .53 FTE and .47 FTE Administration with no impact to the operating budget. The committee was in agreement that this position would be an asset to the district. The committee requested that they receive feedback on how the new position has worked. Upon motion made by Fasihuddin and seconded by Brugger, the committee voted 4-0-0 to approve the job description of Director of Curriculum, Instruction, and Assessment.

#### **Personnel Report (6:46 pm)**

McKenzie reviewed the Personnel Report, noting that all positions had been filled with qualified individuals with the exception of 2 open positions.

#### **Public Comment**

There were no members of the public present for comment.

#### **Business Manager Report (6:48 pm)**

##### **Expense Report**

Desjardins said that he needed to add several new accounts and has reached out to the vendor, Vadar who has yet resolved the issue. Due to the delay, the expense report is not complete for presentation to the committee. Desjardins added that there were a minimal number of expenses as it is only a couple of months into the fiscal year. The report will be rectified and available for the next meeting.

##### **Grant Report**

There are no grants that have been approved and uploaded yet to report on for FY20.

##### **Revolving Accounts**

The town has not yet rolled over the funds from FY19 to FY20 and so no revenues have been posted in FY20.

### **School Committee Reports/ Discussion (6:52 pm)**

Policy- the committee will be meeting one hour before School committee meetings to review and update policies.

Finance/ Tri Board- Klesch has nothing to report

Fields- McKenzie reported that the land issues have been resolved. She mentioned an email received from an abutter today that would be addressed.

CES- Fasihuddin – CES has been on hiatus for the summer. There will be a School Committee training- Charting the Course that Klesch will be recording. The Executive Director's Report has been circulated to the committee members. She mentioned the program for Diverse Teacher Workforce for Western Mass and to look at whether it is something we could benefit from. McKenzie mentioned that she had been in touch with CES regarding Hadley School Committee meeting with Hatfield School Committee to discuss declining enrollment and possible innovations. Bill Diehl will see what other school districts may be interested in joining the conversation.

### **Action Items (6:58 pm)**

- a. Approval of HA Handbook- Motion: Brugger; Second: Shannon; Vote: 4-0-0.
- b. Approval of HES Handbook- Motion: Fasihuddin; Second: Brugger; Vote: 4-0-0.
- c. Approval of August 5, 2019 minutes – Motion: Shannon; Second: Fasihuddin; Vote: 4-0-0.
- d. Acceptance of Director of Curriculum, Instruction, Assessment Job Description- Motion: Fasihuddin; Second: Brugger; Vote: 4-0-0.
- e. Waiver of Building Use Fees Blood Drive- Motion: Fasihuddin; Second; Shannon Vote: 4-0-0.
- f. Acceptance of Donation of HES Door Installation from Devine Overhead Doors- Motion: Fasihuddin; Second: Shannon; Vote: 4-0-0.

### **Adjournment-7:07 pm**

Motion: Fasihuddin; Second; Brugger; Vote: 4-0-0.

Next regular Meeting Dates:

September 23, 2019

October 28, 2019