

**SHUTESBURY SCHOOL COMMITTEE**  
**Thursday, March 17, 2022**  
**Final Minutes**

**Present: Lauren Thomas-Paquin, Bethany Rose, Stephen Sullivan, Julie Martel, members; Dan Hayes, Chair; Jackie Mendonsa, Principal; Caitlin Sheridan, Director of Finance & Operations; Jennifer Culkeen, Superintendent; Public Guests**

**A. Meeting Called to Order by Dan at 7:02 P.M.**

**B. Public Hearings:**

Dan acknowledged the tragic loss of Justice, a 6th Grader at LES. He let Jackie know that SSC was ready to support events financially. Dan will be writing a letter for the town newsletter and invited other SSC members to write something if they'd like to.

**C. Review of Agenda and Perpetual Calendar:**

Dan asked SSC to approve moving the discussion and vote on MSBA Statement of Interest earlier in the meeting so that Becky Torres did not have to stay for the whole meeting.

**D. Warrants and Gifts:**

3018	2/17/2022	\$26,267.54
317	2/21/2022	\$85,596.56
318	3/7/2022	\$85,195.81
3019	3/7/2022	\$3,019.64
319	3/21/2022	\$86,060.04

**E. Approval of Minutes from February 17, 2022:**

**LAUREN MOVED TO APPROVE THE MINUTES OF FEBRUARY 17, 2022. JULIE SECONDED. VOICE VOTES ALL AYE.**

**G3. MSBA Statement of Interest - Discussion and Vote:**

Caitlin updated SSC on the Statement of Interest. Becky noted that there are new issues with the boilers since the last time they were examined. The bid for construction based on the engineering will be done at Town Meeting. The boilers are still in the Submittal of Intent phase. We should have everything in place for the work to be done this summer so that we don't have to go through another winter with these problems. We're not sure the whole HVAC system will be done. The square footage for the replacement of the roof has been changed to 30,304 square feet. The Select Board will revote this smaller amount, or apply a friendly amendment. Caitlin updated the Statement of Interest accordingly. Becky added that if our MSBA application is not accepted this time, we will hold a Special Town Meeting to address the funding. We should know by June, so we'd have time for a Special Town Meeting outside before winter sets in. Dan asked what SSC and the Town can do to ensure that the roof will no longer leak. Becky assured SSC that that's always been the goal, and it remains so. There's already some damage done to the gym floor (reparable right now), but we want to prevent more.

Text of the MSBA Statement of Interest:

Resolved: Having convened in an open meeting on March 17, 2022, prior to the SOI submission closing date, the Shutesbury School Committee, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 25, 2022 for the Shutesbury Elementary School located at 23 West Pelham Road, Shutesbury, Massachusetts which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future. Priority 5, Replacement, renovation or modernization of school facility systems. The Shutesbury Elementary School is asking for the replacement of the 30,304 square foot roof which is 28 years old and is currently leaking after continued attempts to repair two boilers that are 28 years old; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority. We are no longer applying for repair of the gym section of the elementary school roof. The town moved ahead in 2021 with engineering and construction of the gym roof section.

**LAUREN MOVED TO APPROVE THE MSBA STATEMENT OF INTEREST. STEVE SECONDED.  
VOICE VOTES ALL AYE.**

**F. Unfinished Business / Updates:**

1. Capital Projects/Building Process - Discussion:

Dan said we can't count on MSBA funding for the roof, since we've been denied time and again. The Select Board is on top of it, but we need to make sure. Steve said that we're in a good spot now; it's in process. By next summer, the roof will be replaced (it's more than just a repair). He thanked SSC for their work on the issue. Jackie expressed gratitude and excitement.

Steve went on to mention the need to repair or replace the sidewalks, parking lot, and telephone system. We can start tackling these next year. The Building Committee plays a critical role in determining the order and timing of capital planning projects at SES. Jackie agreed that working closely with the maintainers and the Building Committee is necessary to stay on top of all this. Jennifer noted that we can create living documents in Google that can hold all our notes, including those generated from walkthroughs, which can be added to our Perpetual Calendar.

**G. New Business / Discussion Items:**

1. 2022-2023 Academic Calendar - Vote:

Jennifer noted that we're a little later than Amherst in next year's calendar, but we're about the same with the other U#28 schools. It helps to coordinate among the U#28 schools on a shared calendar.

**LAUREN MOVED TO APPROVE THE 2022-2023 ACADEMIC CALENDAR. JULIE SECONDED. VOICE VOTES ALL AYE.**

2. Identification of School Choice Seats:

Jennifer said this is the time of year we do a two-part SC discussion about School Choice. First, we need to identify whether there are seats available. Jackie said yes, there are seats and she recommends participating in the School Choice program next year. Steve says he trusts Jackie.

3. See after E above.

4. Building Repair Process - Discussion/Update:

See F1 above.

5. Amend FY22 Academic Calendar - Change May 27, 2022 to a School Day - Discussion and Vote:

Jennifer explained that we had scheduled an Anti-Bias Professional Development Day that would have been led by the parents of Justice, but this has been postponed until next year. So we'll change this PD day back to a regular school day.

**JULIE MOVED TO AMEND THE FY22 ACADEMIC CALENDAR BY CHANGING MAY 27, 2022 TO A SCHOOL DAY. LAUREN SECONDED. VOICE VOTES ALL AYE.**

**H. Reports:**

1. Superintendent's Report:

Jennifer said we're engaged in a search right now for a position that will be in place by the end of the school year. She invited SSC members to the JSC meeting next week, at which we'll have a very entertaining and effective guest speaker from MASC.

2. Director of Finance and Operations:

Caitlin said budgets are being finalized. There's no more work to do on the SES budget right now. She's working on the building projects and grants, but does not have much to report.

3. Principal's Report:

Jackie reported that she's one of the only Principals that still does a weekly newsletter. Two paras are leaving the school (one got a full-time job teaching art, her dream job). Jackie has hired one para and is in the process of hiring another. We'll be welcoming a talented local Artist in Residence soon. We just sent home report cards. There's a change in masking requirements this week that we've expended a lot of effort communicating with families about. So far, it's been a smooth transition. Jennifer recommended the video Jackie and the School Nurse put out (on the front of the school website). Sixth week in a row with no positive tests in our testing pools! We've saved the date for a surprise for some of our students this fall (autoreacted from minutes by the minutes-taker in case these are actually read by students).

4. Amherst-Pelham Representative's Report:

Steve reported that Shutebury's share of the regional budget is \$1,546,692, which is about \$64,000 less than last year. We're proposing to fix the eroded track and turf so that they can actually be used. We'll be counting on fundraising for part of this (the Towns will put in no more than \$1.5 million) in the hopes that we'll be able to widen and improve the tracks.

5. Union #28 Report, including Budget & Personnel: No report.

6. CES Report:

Dan reported that we just voted unanimously to update and create a number of policies.

**I. Policy Review:**

Second Reading, First Vote On:

JRA – Student Records

**LAUREN MOVED TO APPROVE POLICY JRA - STUDENT RECORDS. JULIE SECONDED. VOICE VOTES ALL AYE.**

**J. Future Business:**

- Shutesbury Policy Committee – Thursday, April 14, 2022 at 6:30 p.m.
- Shutesbury School Committee – Thursday, April 14, 2022 at 7:00 p.m.
- Union #28 Joint Supervisory – March 21, 2022 - 6:30 p.m.
- Budget and Personnel Committee – TBD
- Future agenda items –

**K. Adjournment at 8:35**