

SHUTESBURY SCHOOL COMMITTEE
Thursday, June 15, 2017
Final Minutes

Present: Katie Fiander, Dan Hayes, Lauren Thomas-Paquin, Steve Sullivan, members; Fred Steinberg, Chair; Jackie Mendonsa, Principal; Stephen Cass, Director of Finance and Operations; Jennifer Haggerty, Superintendent; Public Guests

A. Meeting Called to Order by Jennifer at 7:01 P.M.

B. Public Comments and Announcements

A member of the public representing the PTO thanked Fred and Lauren for attending the most recent fundraiser as community member partners with the 5th Graders. General SSC support for the PTO is also appreciated. She noted that the PTO has only raised about half the money they usually spend during the school year, however, and asked SSC to consider that fact when making financial plans.

Another member of the public, a teacher at SES, thanked Jackie for her strong and supportive leadership; she is a wonderful Principal who makes the job easier for her staff.

A third member of the public, another member of the SES staff, read a letter from SES staff to the Shutesbury community praising Jackie's service and leadership; notably, she supports her staff and students to an extraordinary degree and includes staff in a broad decision-making process that makes them feel empowered. The high quality of education at SES is due in no small part to her expertise, creativity, and collaborative approach.

C. Director of Finance and Operations Report

1. Budget Transfers – Vote: Stephen thanked SSC for the past year; they thanked him for his service. As for the budget, we're in good shape. Fuel, power, and nurse salary lines are all a little lower than budgeted, which lets us hold back some Circuit Breaker monies for anticipated additional expenses next year. There's \$90,000 in Circuit Breaker funds, about half of which is being used before the end of the fiscal year. However, the remainder expires at the end of the fiscal year and will be returned to the town. We will need that money next year to cover known out-of-district expenses. Jennifer added that it's our hope that when this money is returned to the Town, it will be given back to SES next year to cover those expenses. The Fin Com hasn't been contacted about this yet; Jennifer wanted SSC to know about the plan first and will draft a letter to the Fin Com explaining the situation.

Stephen went on to talk about the Special Education Stabilization Fund, which is allowed by state law for such extraordinary expenses; he recommends SSC work with the Town to look into setting up this fund in order to better handle unanticipated special education expenses in the future. Jennifer added that LES is looking into this option as well.

Stephen concluded by saying that no large transfers are required for the budget (other than transfers already approved in the budget process last year), so no vote on such actions is necessary.

Jennifer thanked Stephen for stepping into his role at a difficult time of year, and for taking on a very complicated job at U#28.

D. Review of Agenda and Perpetual Calendar

E. Warrants and Gifts: None.

F. Approval of Minutes from May 18, 2017.

Fred offered one correction to the minutes: he was not present at the last meeting.

DAN MOVED TO APPROVE THE MINUTES OF MAY 18, 2017. LAUREN SECONDED. UNANIMOUS. (FRED ABSTAINED.)

G. Unfinished Business / Updates: None.

H. New Business / Discussion Items:

1. SEE/SAW Contract Agreement 07/01/17 – 6/30/20 – Vote:

DAN MOVED TO APPROVE THE SEE/SAW CONTRACT AGREEMENT. FRED SECONDED. UNANIMOUS.

I. Policy Review: None.

J. Reports

1. Principal's Report

Jackie reported that students just returned from a field trip to Boston, and there was an inspiring, incredible, and very popular percussion performance at SES. We had a fun and successful PTO event (Are You Smarter Than a 5th Grader?) recently, and the organizer was asked to do similar events next year, perhaps for other grades. We had a lovely drama performance as well. Tomorrow is 6th Grade graduation, and Field Day is scheduled for next week. Debbie Lee was able to get two computer carts with Chromebooks and five iPads for the money budgeted for one cart. We ordered trees for the playground and replaced paper towels in four bathrooms with hand dryers, although some paper dispensers will remain for students with noise sensitivity.

In terms of staffing, we hired a fantastic Preschool teacher as well as a music teacher, and we have a finalist for the School Psychologist position. The Nurse position is still open, with one strong candidate. We still have the 6th Grade teacher and one para position open. The level of need in the school is rising greatly every year on multiple fronts, not only in special education, but also with support for trauma and EDL. We've been working with a consultant to come up with proactive ways to address these challenges. Finally, School Council survey responses are coming back strong so far. We've also completed our Homework Philosophy with survey data, all of which will be sent out tomorrow with the *Road Town News*. It's been a very smooth wind-down this year.

Steve offered a big Yahoo! to the 6th Graders for their portfolio presentations; they were quite impressive.

2. Superintendent's Report

Jennifer reported that U#28 budgets have all been approved as of last Saturday. We have selected a Curriculum Coordinator, a former SES staff member, and we're going over how the position will work next year; her focus will be to support the Principals and staff in their curriculum needs. Bruce Turner, our new Director of Finance and Operations, has been coming in to work with Stephen in order to learn the district and ensure a smooth transition. Jennifer has been attending final events at all the schools; her next date is at SES for 6th Grade Graduation.

3. Amherst-Pelham Representative's Report:

Steve reported that ARSC finally voted for a food policy that includes the ability of the Superintendent to waive food balances, a longstanding policy in Shutesbury. The pool is going to be open when the school is closed on a one-year trial basis. The food service staff will be allowed to unionize; there's only one staff member who they're still trying to bring back on board. When the next Superintendent is hired, ARSC will make sure the three regions (Shutesbury, Leverett, and Amherst-Pelham) are not bundled together in terms of representation.

4. Union #28 Report – including Budget and Personnel:

Dan reported that the focus of the last meeting was on Jennifer presenting her artifacts and evidence to JSC. The online evaluation tool for school committee members will be available soon.

5. CES Report:

Dan reported that he attended the small Mt. Tom Academy Graduation; he reiterated the turn-around story about Mt. Tom. The ceremony was very nice, and it was good to see these students make progress and praise Mt. Tom for offering them this opportunity. Dan is also part of the subcommittee reviewing other programs offered by CES that have not been breaking even, though their services are necessary. Dan also attended the first CES conference on Social Justice and Trauma in Holyoke.

K. Future Business

SSC rescheduled its August meeting for the 24th.

- Shutesbury Policy Committee – Summer Meeting?
- Shutesbury School Committee – Summer Meeting?
- Budget and Personnel Committee – TBD
- Union #28 Joint Supervisory – Thursday, June 8, 2017 6:00 p.m. Supt. Office
- Future agenda items

L. Executive Session:

DAN MOVED TO ENTER EXECUTIVE SESSION FOR THE PURPOSES OF DISCUSSING THE REPUTATION, CHARACTER, PHYSICAL CONDITION OR MENTAL HEALTH, RATHER THAN PROFESSIONAL COMPETENCE, OF AN INDIVIDUAL, OR TO DISCUSS THE DISCIPLINE OR DISMISSAL OF, OR COMPLAINTS OR CHARGES BROUGHT AGAINST, A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER, OR INDIVIDUAL; AND OF DISCUSSING STRATEGY WITH RESPECT TO COLLECTIVE BARGAINING OR LITIGATION, NOT TO RETURN TO PUBLIC SESSION AFTER. LAUREN SECONDED. VOICE VOTES ALL AYE.