

**SHUTESBURY SCHOOL COMMITTEE**  
**THURSDAY, August 27, 2015**  
**Final Minutes**

**Present: Dan Hayes, Katie Fiander, Fred Steinberg, members; Sean Woodard-McNiff, Chair; Jackie Mendonsa, Principal; Aaron Osborne, Director of Finance and Operations ; Jennifer Haggerty, Superintendent; Public Guests**

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

**B. Review of Agenda and Perpetual Calendar**

Dan said he'd looked over the calendar and nothing seemed out of order. He welcomed both Aaron and Jennifer to the SSC.

**C. Warrants and Gifts: None.**

**D. Approval of Minutes from June 17, 2015**

No emendations.

**DAN MOVED TO APPROVE THE MINUTES OF JUNE 17, 2015. FRED SECONDED. UNANIMOUS.**

**E. Public Comments and Announcements**

Dan noted there was a very nice article about the school in the *Hampshire Gazette*. He also presented a request to SSC for funding to attend the Massachusetts Association of School Committees Conference, to be held on the Cape. Several of the panel discussions and workshops at the conference address issues faced by both SSC and CES, and the opportunity to network might help advance SES's interests. Sean supported the request, adding that SSC should fund members to attend in rotation, for the benefit of the experience. The committee discussed how to appropriately fund the request; Aaron advised that it should go through a formal process to transfer funds. Dan said he'd consulted with Aaron beforehand to make sure his request would not impact school programs or students in any way.

**SEAN MOVED TO APPROVE DAN'S REQUEST FOR FUNDS TO COVER CONFERENCE FEE, HOTEL, AND MEALS . FRED SECONDED. UNANIMOUS.**

Dan thanked the committee, adding that vendors attend the conference and it might be worth looking into their offerings.

Sean asked about the Selectboard meeting addressing rooftop snow removal; Dan reported that he contacted Tim Hunting and made clear that SSC just wants to solve

the problem. Jackie said that at her meeting with Tim, they shared their perspectives on the problem, then Tim and Becky brainstormed about solutions, perhaps including increasing hours for someone already employed by the town. Jackie said that part of the solution will be communicating with the Highway Department via radio winter mornings. Ultimately, the solution might be to add a budget line item expressly for plowing.

#### **F. New Business / Discussion Items**

##### 1. Home School Application

**DAN MOVED TO APPROVE THE HOME SCHOOL REQUEST FROM THE MCULLOUGH FAMILY. FRED SECONDED. UNANIMOUS.**

##### 2. Family Handbook – Vote

Jackie looked into lunch pricing at local schools, which was all \$2.75, while SES's is \$2.50. She recommends we raise our price to \$2.75 in order to preserve the quality of our offerings, and has included this price in the latest Family Handbook draft. She asked whether this was up to the Principal, or to SSC; Sean replied it requires a committee vote, but recommended that a time buffer be built into the change in order to let families plan accordingly.

Dan also requested that the Google Group be removed from page 35.

**SEAN MOVED TO APPROVE THE FAMILY HANDBOOK AS EMENDED. FRED SECONDED. UNANIMOUS.**

**SEAN MOVED TO RAISE THE SCHOOL LUNCH FEE FROM \$2.50 TO \$2.75 STARTING DECEMBER 1, 2015. DAN SECONDED. UNANIMOUS.**

#### **G. Unfinished Business / Updates**

##### 1. SIP

Jackie explained the structure of the SIP, which incorporates two main themes of academic proficiency and creating a culture of creativity. One focus of the SIP is establishing school-wide expectations for behavior and trust. Jennifer praised the SIP for its clarity and articulation; Dan called it the “best ever” SIP.

**SEAN MOVED TO ENDORSE THE SIP AS PRESENTED BY THE PRINCIPAL. DAN SECONDED. UNANIMOUS.**

#### **H. Policy Review**

##### 1. Final Vote on:

## KJ – Advertising in Schools

Fred offered two edits to the policy, removing “electronic” from “electronic websites,” and tightening the final clause to “may include no links to external websites.”

Sean commented that this policy came about from an advertisement going home in homework folders for an event that was not school-related.

**DAN MOVED TO APPROVE POLICY KJ – ADVERTISING IN SCHOOLS AS EMENDED. FRED SECONDED. UNANIMOUS.**

## 2. Discussion on Suspension Policy

Jennifer explained that there are new regulations that need to be incorporated into the Suspension Policy, which ensure that students have the ability to make academic progress while suspended. She requested that the Policy Subcommittee look at draft versions of an updated, compliant policy.

Dan added that CES is looking at providing a virtual school for suspended students.

## I. Reports

### 1. Principal's Report

Jackie reported that enrollment stands at 134. The makeup of various classes has shifted significantly because of families moving out of town.

Many infrastructural projects have been completed, including new flooring in two hallways, a new stove and warmer, painting and waxing, and a new transformer supplying the kitchen that burned out in an August storm. Computers have been upgraded to the new Apple OS, and some classrooms have had e-beams installed, so teachers can begin to incorporate more technology into their curricula. Grades 1-5 will be implementing an aligned reading curriculum. A Back to School Moose Celebration party occurred on Tuesday, August 25, where students and families got to meet Jennifer.

As for personnel, Vanessa Bergmann is the new Grade 5 teacher, Martina Dooley-Carvalho has been hired in the office, Amie Trinke is the After School Director, and Jericho Fellows will be the Grade 1 long-term replacement for Sarah Willis. Two para positions are in the final search stage.

Jackie and Jennifer explained the strengths of the new Lucy Calkin Reading Curriculum; they are both enthusiastic about it.

Dan reiterated that should an emergency like the transformer failure occur again,

Jackie and Jennifer should not hesitate to reach out to SSC for help.

## 2. Superintendent's Report

Jennifer reported that she has been enjoying working with staff and families at SES; she also praised Aaron's efforts to contend with a huge pile of work from day one, and praised as well the office support staff. She will provide an entry plan at the next SSC meeting.

## 3. Amherst-Pelham Representative's Report: Not present to report.

## 4. Review of Expenditure Report

Aaron reported that last year's budget came out in the black at about \$13,000, despite some unexpected expenses over the year, especially SPED aide monies. He also said nothing looked out of place. He worked with Jackie to correct several overbudgeted salary items, which were the result of an oversight in rolling those items over.

He continued by noting that it is preferable to pay staff out of the general fund first rather than using less flexible revolving accounts, which when depleted would create budget problems. He also recommended that long-term, it would be well to create some kind of backstop to counter volatility in enrollment, personnel, etc.

Michael DiChiara commented that it makes sense to build that stability in. Sean and Dan both supported the idea as well.

## 5. Union #28 Report – including Budget and Personnel: No meeting to report.

## 6. CES Report: No report.

Dan reported that the Shutesbury Regional Assessment Summer Study Committee has been meeting twice a week looking at the regional assessment method. People seem to agree that paying the same amount per pupil seems fair, but income should also be considered as a factor in what should be paid. The committee is working on a proposal that it believes will be satisfactory to all; it will first present this proposal to the Selectboard in September.

Michael DiChiara noted that this proposal would have to be presented as a new alternative method, since towns would have to vote not to return to the statutory method.

Jackie requested a SSC speaker for Opening Day on September 23; Sean and Katie volunteered.

## **J. Future Business**

1. Shutesbury Policy Committee – September 17, 2015 at 6 p.m.
2. Shutesbury School Committee – September 17, 2015 at 7 p.m.
3. Budget and Personnel Committee – Wednesday, September 9, 2015 6 p.m. LES
4. Union #28 Joint Supervisory – Wednesday, September 9, 2015 7 p.m. LES

**K. Adjournment at 8:19 P.M.**

**DAN MOVED ADJOURN. FRED SECONDED. UNANIMOUS.**