



**BELCHERTOWN PUBLIC SCHOOLS  
REGULAR SCHOOL COMMITTEE MEETING  
February 07, 2017**

**LOCATION:** Swift River Elementary School Library

**TIME:** 7:00 p.m.

**SCHOOL COMMITTEE MEMBERS:** Ms. Dawn French, Chair (present); Dr. Thomas Laughner, Vice-Chair (present); Dr. Michael Knapp, Secretary (present); Ms. Myndi Bogdanovich, Member (present); Mr. Jeff Charron (present)

**ADMINISTRATION:** Mrs. Karol Coffin, Superintendent of Schools; Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Dr. Shawn Fortin, Director of Teaching & Learning; Mr. Edward Dunn, Contracted School Business Manager; Ms. Christine Vigneux, Principal BHS; Mr. Robert Kuhn, SRE Principal; Ms. Eileen Farrington, SRE Assistant Principal; Ms. Andrea Mastalerz interim Director CSS; Mr. Robert Lachance, Director of Building & Grounds

**BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES:** Mr. Parker Mas

**VISITORS:** Ruby Bansal, Tammy Ryan, Sarah Wolfe, Amanda Saklad, Althea Saklad

**Minutes**

**Pledge of Allegiance**

- I. Call to order  
Ms. French called the meeting to order at 7:00 pm.
- II. Public comment regarding items on the agenda  
Amanda Saklad requested that the committee provide information regarding the oil tank removal at CHCS.
- III. Special awards and presentations
  - A. BHS Golf Team-Division II Golf Champions
  - B. 2017 Dr. Martin Luther King, Jr. Scholarship recipients – Hi Chul ChungBoth items were postponed to the next School Committee meeting due to weather conditions.
- IV. Update from BHS Student Advisory Council representative – Mr. Parker Mass  
**Cold Spring School**  
The students at Cold Spring School will be kept active during the long winter months with the “Get Fit/Stay Healthy Club”! Children can be dropped off at 8:15 AM and join friends and staff for a walking session in our All Purpose Room. All bus students will be

allowed to participate as they arrive at school. The program will run school days beginning February 27th and ending April 12th.

**Swift River Elementary School**

Mr. Gould's 2nd and 3rd grade music enrichment students at Swift River Elementary School will be performing "God Bless America" on the ice of the Springfield Thunderbirds hockey game on February 11<sup>th</sup>.

**Chestnut Hill Community School**

The Chestnut Hill Community School PTO hosted a free family movie night on Friday, February 3<sup>rd</sup>. All CHCS families were invited to bring a blanket, wear their pajamas and enjoy a feature film in the cafeteria, which the students had chosen by a vote!

**Jabish Brook Middle School**

Jabish Brook Middle School will host a School Dance on Friday, February 10<sup>th</sup> in the Gymnasium from 7:00-9:30 PM. This event is sponsored by the JBMS Student Council.

**Belchertown High School**

In February, Belchertown High School will be observing Black History Month. Two upcoming events include Project Runway on Friday, February 10<sup>th</sup> at 7:00 PM in the auditorium, and the QVMEA Concert on Saturday, February 11<sup>th</sup> at Palmer High School.

V. Approval of minutes (A.I.)

A. January 10, 2017, Regular Session

Motion: Ms. Bogdanovich moved to accept the January 10, 2017 as amended

Second: Dr. Laughner

Vote: 5,0,0

VI. Approval of Warrants (A.I.)

A. Accounts Payable Warrant – S/011717 , #013017SA, S/013017

B. Payroll Warrants - #1728, #1730

Motion: Dr. Laughner moved to approve the warrants for January 9, 17, 23, and 30

Second: Mr. Charron

Vote: 5,0,0

VII. Reports and recommendations of the Superintendent

A. School Improvement Plan updates

1. Cold Spring School – Ms. Andrea Mastalerz

Ms. Mastalerz presented the Committee with the CSS mid year school improvement plan update.

2. Swift River Elementary School – Mr. Robert Kuhn

Mr. Kuhn, with Ms. Eileen Farrington, presented the Committee with the SRE school improvement plan update.

3. Belchertown High School – Ms. Christine Vigneux

Ms. Vigneux will present the BHS School Improvement plan to the Committee at the next scheduled meeting.

- B. Grinspoon update – Dr. Shawn Fortin  
Dr. Fortin updated the Committee on the Grinspoon nominations. Teachers are nominated by the end of January. School Councils narrow the choices down to 2 per building. There will be 8 finalist, they will receive a classroom visit. Winners will be announced at the February 28th School Committee meeting.

C. Budget meetings

The Committee discussed meeting dates for budget presentation.

- March 14 - budget on the agenda
- March 28 - budget on the agenda
- April 4 - public hearing presentation

Motion: Dr. Knapp moved to add April 4 meeting to the schedule for public hearing on the budget, 6:30 at CHCS auditorium

Second: Ms. Bogdanovich

Vote: 5,0,0

VIII. Personnel

A. Update as of February 7, 2017

Superintendent Coffin welcomed the new hires to the district; Angela DellaCroce, Jodie LePage, Theresa Worthley, and Heather Hammon.

Dr. Laughner questioned what they were doing about a Spanish teacher at JBMS. Superintendent Coffin noted the post is open, Ms. Zazzaro-Williams is expected to return in March. At this time they are doing the best they can.

IX. Unfinished business

A. Professional day update – Dr. Shawn Fortin

Dr. Fortin noted that feedback has been collected. There was positive feedback on cross grade work.

B. FY18 Five-Year Capital Improvement Plan

Mr. Lachance presented the plan. FY17-FY18 are identical. The Committee discussed;

- oil tank replacement at CHCS - it is still in compliance, last year's town meeting did not approve the funding. The current tank is 35 years old. New regulations as of August 2017, this information was sent to the Town Manager and the Selectboard. The district is looking for funding after the fall. The tank is checked on a daily basis. Mr. Lachance noted the goal is to receive funding, consult with engineering, then go out to bid a year from now.
  - Mr. Charron questioned the environmental impact and cost of not replacing. Mr. Lachance noted that environmentally if the tank leaks there would be clean up costs for contaminated soil. There is \$25,000 in the budget for this possibility. There is also the possibility that the district insurance would cover the cost because the tank is still in compliance. Dr. Knapp asked how many years this item has been on the plan. Mr. Lachance noted it has been actively on the Capital plan starting 3 years ago but has been on the plan for longer than that. Mr. Charron asked about the liability and contingency plan if the tank failed. Mr. Lachance

noted there is no contingency plan if the school actually had to close. There are contingency plans so that the school can run without the use of the tank.

- JBMS bleacher replacement - Mr. Lachance noted he will check with the Recreation Department about shared use expense. The Committee discussed the use of the bleachers is during the Rec Basketball season.
- BHS - outdoor track and tennis courts.

Mr. Lachance noted that items that become necessary are done out of the operating budget. Dr. Knapp questioned the Central Office additions of another wall for student privacy. Mr. Lachance noted it is on the project list for this summer. It is on the list of general building recommendations. This expense will come out of the operating budget. Cost is estimated at \$7,500; add walls, electrical, and plumbing. Mr. Lachance also noted some of general building repair that will come out of the operating budget to include; CSS water meter, plumbing modifications, lights, locker room, asbestos removal.

X. New business

A. 2017-2018 school year calendar draft

Ms. French noted this item was information, to be voted on at the next scheduled meeting. The Committee discussed the 2 breaks being consolidated into one. Superintendent Coffin noted there are no other districts currently considering this.

B. BHS Overnight Field Trip – All State Music Festival, Boston, MA, Mar.9-11, 2017

Motion: Ms. Bogdanovich moved to approve the All State Music Festival trip

Second: Dr. Laughner

Vote: 5,0,0

C. Approval of Warrant Article for Annual Town Meeting

Motion: Ms. Bogdanovich moved to approve the warrant for transfer costs

Second: Dr. Knapp

Vote: 5,0,0

D. PDF documents for public viewing

Dr. Knapp requested that a single pdf document, with public documents on the agenda, be available for public access prior to the meeting.

XI. Reports of subcommittees

A. Curriculum & Instruction (Dr. Knapp/Mr. Charron)

Dr. Knapp noted then next meeting will be on February 28th.

B. Personnel & Policy (Ms. Bogdanovich/Dr. Laughner)

Ms. Bogdanovich noted the next meeting will be on February 28th.

1. Policy IJNDD – Social Media

2. Policy AC – Nondiscrimination

Both policies are information and to be voted on at the next scheduled meeting.

C. Property & Transportation (Ms. Bogdanovich/Ms. French)

Ms. French noted they have not met.

- D. Finance & Budget Subcommittee (Dr. Laughner/Mr. Charron)  
The next scheduled meeting is February 27th.  
Dr. Laughner noted at the last scheduled meeting the committee discussed;
- work on the budget
  - the needs budget
  - what cuts may be needed
  - what cuts were put back in the budget
  - how to present a needs list that tells a story
- XII. Reports of school department liaisons
- A. Healthy & Safer Schools Advisory Committee (Ms. French)  
Ms. French noted the committee discussed;
- bully prevention policy - updated
  - pulling apart the policy by school
  - create a list of what each school is doing
  -
- B. Technology Working Group (Dr. Laughner)  
Dr. Laughner noted they have not met. Mr. Charron would like an update on the POS system for food service.
- C. Collaborative for Educational Services (Dr. Knapp)  
Dr. Knapp noted he was out of town at the last meeting. It was noted that the remote participation option was put forth to the Town Selectboard, 3 Selectboard members voted against it.
- D. RADAR (Dr. Laughner, Mr. Charron)  
Dr. Laughner noted the committee discussed;
- how to budget long term
  - how to communicate and build support
- The next meeting will take place in May.
- XIII. Correspondence
- A. Agenda, February 17, 2017
  - B. January 10, 2017, Minutes
  - C. Accounts Payable and Payroll Warrants
  - D. Cold Spring School SIP Update
  - E. Swift River Elementary SIP Update
  - F. Belchertown High School SIP Update
  - G. Personnel update
  - H. FY18 Five-Year Capital Improvement Plan
  - I. 2017-2018 School Year Calendar draft
  - J. BHS Overnight Field Trip Request
  - K. Annual Town Meeting warrant article
  - L. Policy IJNDD-Social Media
  - M. Policy AC – Nondiscrimination
  - N. Conflict of Interest Law and Acknowledgment Form – Informational only
  - O. Special Town Meeting and Annual Town Meeting – Informational only

XIV. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining Unit C, Custodians and negotiations with Single Contracts Employees and the Superintendent and/or litigation as conducting said business in open session would have a detrimental effect on the School Committee's bargaining or litigation position. The committee will return to open session.

School Committee voted to enter into executive session at 8:45 pm. They will return to open session.

Vote:

Dawn French - no

Thomas Laughner - no

Michael Knapp - no

Myndi Bogdanovich - no

Jeff Charron no

XV. Adjourn

Motion: Ms. Bogdanovich moved to adjourn at 8:46 pm

Second: Dr. Knapp


Vote: 5,0,0

Respectfully submitted by,

Ramona Griffin  
Non-Confidential Recording Secretary to the School Committee

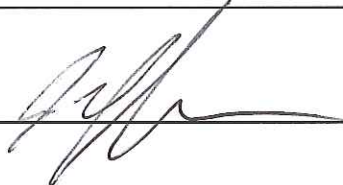
School Committee members' signatures:

  
\_\_\_\_\_, Dawn French, Chair

  
\_\_\_\_\_, Thomas Laughner, Vice Chair

  
\_\_\_\_\_, Michael Knapp, Secretary

\_\_\_\_\_, Myndi Bogdanovich, Member

  
\_\_\_\_\_, Jeff Charron, Member

*Vision Statement*

*Belchertown students, both individually and collaboratively, will be innovative thinkers, problem solvers and unique, creative contributors to their community and the world*

*Mission Statement*

*In the pursuit of excellence and the development of life-long learners, it is the mission of the Belchertown Public Schools to challenge and engage all students in a respectful, positive learning environment that fosters personal, social and academic growth in order to achieve success in a global society.*

The Belchertown School Committee conducts its business in open session pursuant to Chapter 30A, Section 21 of the Massachusetts General Laws. The public is welcome to comment only on items on the agenda for this meeting as noted above. If you wish to address the School Committee regarding an item not on the agenda for this meeting, please contact the Superintendent of Schools at 413.323.0423 or via email at [superintendent@belchertown.org](mailto:superintendent@belchertown.org) to determine the best way to address your concerns (see [School Committee Policy BEDH](#)).