

May 10, 2016

Belchertown School Committee Minutes



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
MAY 10, 2016**

LOCATION: Swift River Elementary School Library

TIME: 7:00 p.m.

SCHOOL COMMITTEE MEMBERS: Mr. Richard Fritsch, Chair (present); Ms. Myndi Bogdanovich, Vice-Chair ; M(present)s. Dawn French, Secretary (present); Dr. Michael Knapp, Member (absent); Dr. Thomas Laughner, Member (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 and Learning; Mr. Edward Dunn, Contracted School Business Manager; Ms. Christine Vigneux, Principal BHS; Mr. Ben Admussen, Data Administrator,

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Benjamin Stone

VISITORS: Corrina Smith, Maggie Folli, Jen Harris, Amanda Saklad, Eric Lindholm, Susan DeTorrice

Minutes

Pledge of Allegiance

- I. Call to order
Mr. Fritsch called the meeting to order at 7:00 pm.
- II. Public comments regarding items on the agenda.
There were no public comments regarding items on the agenda.
- III. Special Awards and Presentations
 - A. Recognition of 2016 Teachers of Excellence Award
Superintendent Coffin recognized Guidance Counselor Maggie Folli and CSS Art/Music/Physical Ed teacher Linda Fuhrman with the 2016 Teacher of Excellence Award.
- IV. Update from BHS Student Advisory Council representatives
Ben Stone updated the School Committee on the school happenings.
- V. Approval of minutes

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Motion: Ms. Bogdanovich moved to accept the April 26, 2016 and May 5, 2016 minutes as presented.

Second: Ms. French

Vote: 4,0,0

A. April 26, 2016, Regular Session Minutes (A.I.)

B. May 5, 2016, Meeting with Finance Committee, (A.I.)

VI. Reports and recommendations of the Superintendent

A. Schedule of SIP and DIP presentations

Superintendent Coffin updated the School Committee on the dates of presentations.

● CSS - SRE - SIP: May 24, 2016

● CHCS - JBMS - SIP: June , 2016

● BHS;SIP and DIP: June 21, 2016

Superintendent Coffin noted Senator Lessor is scheduled to be at the June 21st meeting.

Mr. Fritsch noted that the public should think of attending the June 21st meeting while Senator Lessor is here to voice their thoughts.

B. Superintendent evaluation procedure

Superintendent Coffin noted there are several steps involved in the process. She presented the School Committee with a copy of the goals. The School Committee discussed the process for the evaluation. The Committee discussed starting the process in subcommittee first and then bring the findings to the full Committee. Superintendent Coffin noted, by law, the evaluation has to be done publicly. The Committee discussed the evaluation forms they need to fill out. The Committee discussed what the subcommittee would be responsible for. It was noted that the subcommittee would be responsible for gathering data and collection of documentation. The public presentation was tentatively scheduled for June 7th with the stipulation that the Superintendent is able to gather all information by that time.

C. First look at Strategic Goals-Draft

Superintendent Coffin presented the draft to the School Committee for review. Ms. Bogdanovich would in the future like to see alignment of curriculum in the goals. Dr. Laughner noted since this is feeding into the District Improvement Plan it is great to see goals this year that are measurable. It was also noted that there is a programmatic facilities study; renovations, space, walls, lighting, furniture, etc.. Superintendent Coffin noted, where are we and how we are working, tying into education not just building.

VII. Personnel Update

A. Retirement/Resignations

Superintendent Coffin provided the personnel update. Mr. Fritsch thanked those for their service.

Retirees include;

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Nora Austin
Brenda Kerle
Catherine Kenneally
Lou Ann Kobus
Joseph Silverman
Retirement for next year include;
Ronald McClure
Jean Jackman
Resignations include;
Ann Marley
Stacy Monette

VIII. Unfinished business

A. FY 2017 budget update

Motion: Ms. French moved to approve the revised \$27,785,521 budget.

Ms. Bogdanovich

Vote: 4,0,0

Mr. Fritsch noted the revised budget amount is \$50,890 that was added to the budget. The band donation received had full time band position at CHCS reinstated as well as a half time librarian to be put into the budget. The Committee discussed what is needed as the half time librarian position at CHCS.

IX. New business

A. New regulations regarding BPS registration forms

Motion: Ms. Bogdanovich moved to approve the BPS form as amended.

Second: Ms. French

Vote: 4,0,0

Discussion: Mr. Admussen noted there is a minor change in the form. The FCC issued a new guideline for robo-calling software to cell phones. A disclaimer will be added under the "Automated Notifications". People will need to opt-in to text message for non-emergency texts. Dr. Laughner questioned the default for the system. Mr. Admussen noted that non-emergency is not sent out by default. The new software follows the FCC guidelines.

Amend the document with a space between phone calls - to designate difference.

B. Veritime

Motion: Ms. Bogdanovich moved to approve the Veritime purchase.

Second: Ms. French

Vote: 3,1,0

Discussion: Superintendent Coffin suggested the addition of the Veritime system. This is an electronic time system for payroll for hourly employees and substitutes. Mr. Dunn noted this module is supported by Frontline which is the same company as the substitute

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Aesop system. The system allows more accurate tracking of personnel with data on attendance. There is a \$5,000 setup fee with a \$5,000 annual cost. First year expense would be \$10,000. Dr. Laughner questioned the expense. He noted that prior discussions with both the Finance & Budget subcommittee and the School Committee did not see this expense in any needs or wants budget. Dr. Laughner objected to timing of the addition of the system. The School Committee discussed the need for this system and the expense involved. Mr. Dunn and Superintendent Coffin noted it has the potential to save the district money in the future. Mr. Dunn noted this would affect 162 hourly employees and substitutes.

SRE teacher voiced her concerns regarding the current Aesop system used for substitutes. She noted that Aesop has not solved problems with the substitutes and discussed the many issues she has with the system with regard to her needs in her classroom. The School Committee discussed the substitute system and the issues that she brought up.

C. It was noted the Policy manual is ready to go online.

X. Reports of subcommittees/representatives

A. Curriculum & Instruction (Dr. Knapp/Dr. Laughner)

Dr. Laughner noted they have not met.

B. Personnel & Policy (Ms. Bogdanovich/Ms. French)

Ms. Bogdanovich noted they have not met.

C. Property & Transportation (Mr. Fritsch/Ms. French)

Ms. French noted they have not met.

D. Finance & Budget Subcommittee (Dr. Laughner/Dr. Knapp)

Dr. Laughner noted they have not met.

E. Collaborative for Educational Services (Dr. Knapp)

Dr. Knapp was absent.

F. Healthy & Safer Schools Advisory Committee (Mr. Fritsch/Ms. Bogdanovich)

Ms. Bogdanovich noted they have not met.

G. Technology Advisory Committee

Dr. Laughner at the last meeting discussed;

● Decision to not endorse recommended devices

● Google apps

● Survey to teachers about technology

■ Complaints about wi-fi

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- Positive comments about google apps
- More computers in classrooms
- Donated laptops serving as home issued computers

Dr. Laughner asked the School Committee for clarification for the subcommittee. Is it a sub of the School Committee, where did the subcommittee originate. Mr. Fritsch noted that it is an advisory committee and not formed by the School Committee. The School Committee has a representative to the subcommittee.

XI. Correspondence

- A. Agenda, May 10, 2016
- B. April 26, 2016, Regular Session Minutes
- C. Strategic Goals-Draft
- D. Registration form

- XII. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining, Unit A. Teachers and contracted Administrators 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 not return to open session.

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School Committee voted to enter into Executive Session at 8:20 pm. They will not return to open session.

Vote;

Richard Fritsch – yes

Myndi Bogdanovich – yes

Dawn French – yes

Michael Knapp – absent

Thomas Laughner - yes

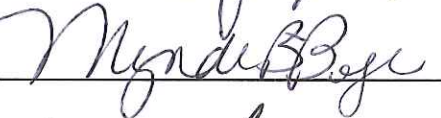
Respectfully submitted by,

Ramona Griffin

Non-Confidential Recording Secretary to the School Committee


School Committee members' signatures:

 _____, Richard Fritsch, Chair

 _____, Myndi Bogdanovich, Vice Chair

 _____, Dawn French, Secretary

 _____, Michael Knapp, Member

 _____, Thomas Laughner, Member

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

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 to determine the best way to address your concerns (see [School Committee Policy BEDH](#)).

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