



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
June 23, 2015**

LOCATION: Swift River Elementary School
TIME: 7:00 pm

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

ADMINISTRATION: Mrs. Karol Coffin, Superintendent of Schools; Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Ms. Christine Vigneux, Principal BHS; Mr. Thomas Ruscio, JBMS Principal; Ms. Paula Fitzgerald, Principal CHCS; Mr. Robert Kuhn, SRE Principal; Ms. Sandra Bremer, Principal CSS; Mr. Doug Daponde, BHS Assistant Principal; Mr. Bruce Hastings, BHS AD & Dean of Students; Ms. Stacy Monette, JBMS Assistant Principal; Ms. Jill Pelletier, Assistant Principal CHCS; Ms. Eileen Farrington, SRE Assistant Principal;

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Ben Stone

VISITORS: C. Judd, M. Centorino, K. Damouras, C. Mattazks, C. Holesovsky, J. Krol, M. Folli, J. O'Leary, L. Sterling, R. Sterling, S. O'Leary

Minutes

- I. Call to order
Mr. Fritsch called the meeting to order at 7:02 pm.
- II. Special awards and presentations
There were no special awards or presentations.
- III. Update from BHS Student Advisory Council representatives
 - CSS - Pre-K step up day June 18-26, field day was last Friday.
 - SRE – SRE day was June 17th
 - CHCS – ended the year with a book drive started by 2 fifth grade students. They raised over \$1,400 for Operation Smiles.
 - JBMS – celebrates the 8th grade Aloha celebration June 19th
 - BHS – a thank you to all who helped with spring athletics.
- IV. Public comment regarding items on the agenda
There were no public comments regarding items on the agenda.
- V. Approval of minutes
 - A. June 9, 2015, Regular Session
Motion: Dr. Knapp moved to accept the June 9, 2015 minutes as presented.
Second: Ms. Bogdanovich
Vote: 5,0,0

B. June 16, 2015, Special Session

Motion: Dr. Knapp moved to accept the June 16, 2015 minutes as presented.

Second: Ms. Bogdanovich

Vote: 5,0,0

VI. Reports and recommendations of the Superintendent

A. Presentation of School Improvement Plans

Superintendent Coffin introduced Chris Maddox from Bellingham. He will be helping put together a vision plan for the district. Mr. Maddox noted he is looking forward to working with the district. Superintendent Coffin started the presentation of the school improvement plan. Teachers and administration have been working on each school's plan.

➤ Cold Spring School; Ms. Bremer presented the CSS plan. She noted these are 1 year plans that correlate to the bridge plan.

- Goal 1 – To inform instructional practices by analyzing, determining and implementing viable measurement tools, including DDMs.
- Goal 2 – To determine specific academic areas needing improvement and plan targeted learning activities including differentiated instructional practices to meet individual needs of all students.
- Goal 3 – To form new and strengthen existing partnerships with families and within the community to enhance current programs and extend/enrich students' learning experiences.
- Goal 4 - To establish a professional school culture that provides opportunities for educators to be reflective practioners by sharing students' learning outcomes in a collaborative decision making process.

Dr. Knapp questioned if the teachers have enough time to collaborate. Ms. Bremer noted they have some but would like more.

➤ Swift River Elementary – Mr. Robert Kuhn along with his teacher team; Mr. Clark, Ms. Mazzafaro, Ms. Fitzpatrick, Ms. Oldenberg, Ms. Farrington, presented the SRE plan.

- Goal 1 – Data teams – Mr. Kuhn spoke to the goal. Dibels are used for data
- Goal 2 – Inclusion Class – Ms. Farrington spoke to the plans for next year.
- Goal 3 – Social/Emotional – Peace Builders
- Goal 4 – Writers Workshop Culture

Dr. Laughner questioned what was "push in" instruction, Ms. Farrington explained. He also questioned what data was being used to qualify that Peace Builders is working. Ms. Farrington noted that since she started last year they are utilizing PowerSchool to track discipline. Mr. Kuhn also noted they have started a climate survey amongst students. It is early yet to determine the success of the program.

- Chestnut Hill Community School – Ms. Paula Fitzgerald presented the CHCS plan. With her were Ms. Pelletier, Ms. Damouras, Ms. Centorino, Ms. Judd, and Ms. McArdle.
 - Goal 1 – Articulate, implement and analyze DDMs and other assessments in order to inform instructional practices and deliver a high-quality standards based instruction.
 - Goal 2 – Determine the efficacy of materials and programs in order to provide a safe, social, emotional, and academic learning community.
 - Goal 3 - Provide multiple means of communication to increase the capacity to share information between home and school in order to support student learning.
 - Goal 4 - – Foster a professional culture in order to and meet the needs of staff and enhance student learning.

Ms. Bogdanovich noted she would like to see more “hands on” for parents to get involved and invested in the school. Ms. Fitzgerald congratulated Dr. Knapp on the success of Science Night.

- Jabish Brook Middle School – Mr. Tom Ruscio and Ms. Stacy Monette presented the JBMS plan.
 - Goal 1 – Review and update all curriculum documents with classroom instructional practices, lesson plans and DDM assessment methods currently implemented. The intended outcome will be to revise and update curriculum documents in all content areas.
 - Goal 2 – In coordination with SPED, to pilot the implementation of an inclusive teaching model for instruction to special needs students. This instructional design changes intended outcome is to increase student growth proficiency scores in high needs sub-groups toward a median growth score of 50.
 - Goal 3 – To expand and improve digital communications with parents, students and the school community for more effective communication methods. The intended outcome is to increase two-way communication outside of the classroom by utilizing more modern technological resources.
 - Goal 4 – The continued development of data driven instructional practices through analysis of student growth measures as collected from DDMs to improve instructional practices within the classroom. The intended outcome will be the revision and analysis of the assessments currently being used to provide student growth measures at the district level.

Mr. Ruscio thanked the instructional leadership team and the School Council members. He also appreciates the different format for the School Improvement Plan.

- Belchertown High School – Ms. Christine Vigneux presented the BHS plan along with Mr. Daponde, Mr. Hastings, Ms. O’Leary, Ms. Sterling, Ms. Folli, Officer Krol, and Ben Stone.

- Goal 1 – BHS educators will measure student growth through the use of DDMs and collect data to begin informing educators’ instructional practice.
- Goal 2 – BHS will research, determine, and recommend academic opportunities for students through the implementation of the MassCore for the 2016-2017 school year.
- Goal 3 – BHS will shift the culture of our community by researching, selecting, and piloting programs in order to provide a safe and respectful environment for all students.
- Goal 4 – BHS educators will prepare for the NEASC accreditation visit in 2017 with a focus on our core values, beliefs curriculum, and learning expectations, instruction and school culture.

Dr. Knapp questioned whether Ms. Vigneux utilizes any of the analytics available. Ms. Vigneux noted she uses the DART program from the state DOE.

- B. 2015-2016 School choice openings – Update
Tabled

- C. Out of district selections
Tabled

VII. Personnel Update

Superintendent Coffin spoke to the personnel updated. New hires include; Nichole Roche, Grade 7 English; Donna Yvon, food service; Brenda Methot, CHCS custodian; Laura Bishop, Central Office Secretary; Lynn Drawec, Sumer IT Intern.

VIII. New business

- A. Recommendation for Acceptable Use Policy
- B. Motion: Ms. Bogdanovich moved to table the Recommendation for Acceptable Use Policy to a future meeting.
Second: Dr. Knapp
Vote: 5,0,0

- C. BHS Out of Country Field Trip Request (Cuba) – Teachers’ Request
Motion: Ms. Bogdanovich moved to approve the trip to Cuba.
Second: Dr. Laughner
Vote: 4,1,0

Discussion: Ms. Holesovsky, Ms. Colon-Vega, Ms. Lapenas, Ms. Sterling, and Ms. O’Leary spoke to the request. Ms. Holesovsky noted the change of date to the April vacation, April 12, 2016. This would be a 9 day trip. Dr. Laughner questioned whether the \$3,000 charge was on par with other trips. Ms. Holesovsky agreed it was. Dr. Laughner questioned the number of students that typically go? Ms. Holesovsky noted they have room for 24. Ms. Bogdanovich questioned how many students were interested. Ms. Holesovsky noted they had 30 students express an interest.

Mr. Fritsch questioned what they planned to achieve? Ms. Colon-Vega noted they are looking for the most educational experience. Itinerary would include; University of Havana education discussions, visit to day care center , meet with dancers and musicians, children's theater, National Park to discuss ecology and conservation, local library, visit to a Taino village, sugar production co-op, community health project, among other interests.

Superintendent Coffin noted the trip was originally denied because Cuba was on the US watch list. Cuba was recently taken off the watch list.

EF Educational Tours representative spoke to the questions with regard to insurance and medical expenses. Cuba has specific requirements with regard to medical coverage. All those entering Cuba must have specific medical insurance through Cuba. EF tours cover any expenses that would be incurred for a traveler to return to the US. Superintendent Coffin and the School Committee requested the paperwork detailing the medical coverage for the trip.

Mr. Fritsch noted he does not agree with going to Cuba, or any other out of country trip. Dr. Knapp noted he spoke with other districts that have approved travel to Cuba.

Ms. Lapenas spoke to the crime statistics for Cuba
Dr. Knapp questioned why is Cuba different from the Italy trip? Superintendent Coffin noted that it is different because Cuba was on the watch list. There is policy regarding countries on the watch list. Italy has been a historical trip with this district and with the same teacher. Cuba is a new trip. This is a new turn around in the watch list and she is still concerned with safety. Dr. Laughner spoke to his views on foreign travel safety. He is concerned with insurance. EF tours representative said EF tours assumes liability. There is a clause in the paperwork the travelers sign.

Ms. French noted this should be a parent's decision; her main concern is with the insurance and liability. She noted our district insurance only covers the students within the US and Canada. EF tours representative spoke to the company safety and protocols.

Ms. Bogdanovich noted they need to revisit the policy. Ms. French noted there should be a legal note for all trips and an okay from parents.

C. Acceptance of Stop & Shop donations

Motion: Dr. Knapp moved to accept the 2 gifts from Stop and Shop.

Second: Ms. French

Vote: 5,0,0

Discussion: Superintendent Coffin spoke to the A+ checks program from Stop and Shop.

D. Jabish Brook Middle School Summer School

Motion: Ms. Bogdanovich moved to approve the JBMS Summer Program with a \$125 fee.

Second: Ms. French

Vote: 5,0,0

Mr. Ruscio and Ms. Monette spoke to the need for a summer school program. This year there are a significant number of students that underperformed. There are

12 7th grade students failing and 2 8th grade. The number is unprecedented. They propose a summer program. Superintendent Coffin noted that Pathfinder charges \$190 per class. She proposes that we charge \$125 per student. This would be a substantial reduction for parents.

Ms. Monette spoke to the inter-disciplinary program that would be used. The program would run July 6 – August 6, three mornings a week from 8:30 to 11:30 am. This would be an extended year design. There would be 5 subjects and 2 teachers. Ms. French questioned the way that they would measure the child was ready to move forward. Mr. Ruscio explained that the program is not to revisit the academic year but the goal would be to make the “10” points they may be missing from the academic year. This is to fill in the gap. Ms. French questioned attendance. Ms. Monette noted that she has spoken to parents about the necessity of attendance.

Dr. Knapp questioned staffing, 2 teachers and who in the area has a successful summer program. Mr. Ruscio noted it depends on who you look at. We have sent students to Pathfinder and historically have had 1 student fail.

Dr. Laughner questioned whether the \$125 fee would cover the cost of the program. Mr. Ruscio noted that it would not cover the full cost and some debt would be involved.

The program would be housed at CHCS.

IX. Unfinished business

There is no unfinished business at this time.

X. Reports of subcommittees/representative to Collaborative for Educational Services

A. Collaborative for Educational Services (Dr. Knapp)

Nothing at this time.

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

Dr. Knapp requested a meeting in the near future.

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

Nothing at this time.

G. Jessica’s Boundless Playground Committee (Ms. French)

Nothing at this time.

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

Motion: Ms. French moved to not approve the request for Kindergarten early entry.

Second: Ms. Bogdanovich

Vote: 5,0,0

Discussion: Ms. Bogdanovich noted at an earlier meeting of the Personnel & Policy Committee they voted to not approve the request for early entry by Ms. Bermudez. Ms. Bogdanovich noted; she had qualms about approving, the benefits and/or disservice in early entry, and the advice of Ms. Bremer and Ms. Mastalerz of Cold Spring School. Ms. French noted that hearing from educators made the most impact on her decision. Dr. Knapp noted he is reluctant to micromanage the

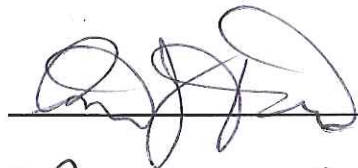
Superintendent. Ms. Bogdanovich noted they will revisit the policy but cannot rewrite it that quickly in time for the next school year. Mr. Fritsch questioned "where do you draw the line?"

- I. Property & Transportation (Mr. Fritsch/Ms. French)
Nothing at this time,
- J. Finance & Budget Subcommittee (Dr. Knapp/Dr. Laughner)
Nothing at this time.
- H. Technology Advisory Committee (Dr. Laughner)
Nothing at this time.
- XI. Correspondence
 - A. June 23, 2015 Agenda
 - B. June 9, 2015, Minutes
 - C. June 16, 2015 Minutes
 - D. School Improvement Plans
 - E. 2015-2016 School Choice Update
 - F. Out of district selections
 - G. Personnel Updates List
 - H. Acceptable Use Policy
 - I. BHS Out of State Field Trip Request – Cuba
 - J. Stop & Shop Donations
- XII. Vote to enter into Executive Session under M.G.L., c.30A, §21, Part 4, to discuss the deployment of security personnel or devices or strategies with respect thereto. The Committee will not return to open session.
Vote:
 - Mr. Fritsch - yes
 - Ms. Bogdanovich - yes
 - Ms. French - yes
 - Dr. Knapp - yes
 - Dr. 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

 _____, Thomas Laughner, Member

 _____, Michael Knapp, Member

The mission of the Belchertown Public Schools is to ensure that every student meets with success every day. To that end, we pledge to ensure that we have rigorous, standards-based curriculum; instruction designed to meet the needs of diverse learners in every classroom; and access to the global learning community via state-of-the-art technology in schools that are communities of respect and civility for all.

2011-2015 Strategic Plan Goals (adopted by the Belchertown School Committee, 3/1/11):

Goal #1: To have guaranteed (standards-based and implemented by all), viable (doable and accessible to every student), seamless K-12 curriculum in every content area.

Goal #2: To have rigorous (standards-based), relevant (grounded in 21st Century skills), differentiated instructional practices with the ability to access the global learning community via technology available to every learner.

Goal #3: To implement a plan to ensure that our students understand the importance of acceptance, tolerance, and respect supported by all adults in the community.

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](#)).

BELCHERTOWN SCHOOL COMMITTEE
REGULAR SESSION
SIGN IN SHEET

DATE: 6/23/15

PLS. PRINT NAME BELOW

S,

J. Pelletier

C. Judd

M. Centorino

K. Damouras

P. Fitzgerald

Chris Mattozes

C. Holesarsky

J. Mantto

Jason Krol

Doug Daponte

Bruce D Hastings

Maggu Folli

Jayce O'Sea

Christo A. Venn

Dinah Sterling

Ruthie Sterling

Shannon O'Leary

Robert Kuhn