



**BELCHERTOWN PUBLIC SCHOOLS  
PERSONNEL & POLICY SUBCOMMITTEE MEETING  
June 10, 2014**

**LOCATION:** Swift River Elementary School Library

**TIME:** 6:45 p.m.

**SUBCOMMITTEE:** Ms. Clare Popowich, Chair (present); Ms. Myndi Bogdanovich, Member (present)

**ADMINISTRATION:** Dr. Judith C. Houle, Superintendent of Schools (present); Dr. Robert Gazda, incoming Interim Superintendent (present); Mr. Edward Dunn, Contracted School Business Manager (present)

**VISITORS:** (none)

**MINUTES**

- I. Call Subcommittee meeting to order  
Ms. Popowich called the Personnel & Policy Subcommittee meeting to order at 6:45 p.m.
- II. Public comment regarding items on the agenda  
None
- III. Subcommittee meeting minutes for approval
  - A. March 18, 2014  
MOTION: Ms. Bogdanovich moved to approve the minutes of the March 18, 2014 Personnel & Policy Subcommittee meeting, as presented. Ms. Popowich seconded the motion.  
VOTE: 2-0-0, approved unanimously
- IV. Reports and recommendations of the Superintendent
  - A. Superintendent's Job Description  
Dr. Houle referred to the handout in this evening's correspondence with regard to the Superintendent's Job Description, relative to the reorganization in Central Office. She noted that a wording change was made in areas where the *Assistant Superintendent Director of Curriculum* and the *Special Education Director* are referenced, and noted that these positions have been combined and will now be referred to as simply *Assistant Superintendent*.  
Ms. Bogdanovich commented that this change had not been made on page 3, Item 6, in reference to said title, and she also pointed out two typographical errors. Dr. Houle noted these corrections and will amend the document to reflect them.

MOTION: Ms. Bogdanovich moved to recommend bringing forward the Superintendent's Job Description, as amended, for approval by the School Committee. Ms. Popowich seconded the motion.

VOTE: 2-0-0, approved unanimously

B. Policy JIA, JIA-R, JIA-E

Dr. Houle referred to Policy JIA and its cross references JIA-R and JIA-E, with regard to conducting research in the Belchertown Public Schools. She noted that changes have been made to JIA-R and JIA-E due to the reorganization in Central Office. Paragraph 2 of JIA-R will now read: "The TREC shall be comprised of **two (2)** members: the Assistant Superintendent and the appropriate building administrator." In that regard, the signature page of JIA-E (page 3) will now have two signature lines for a TREC "recommendation to Superintendent for approval".

MOTION: Ms. Bogdanovich moved to recommend bringing forward Policy JIA, JIA-R, JIA-E, as presented, for approval by the School Committee. Ms. Popowich seconded the motion.

VOTE: 2-0-0, approved unanimously

V. Unfinished business

None

VI. New business

None; Dr. Houle noted that some changes have been made to the anti-bullying statute, and therefore a "tweaking" of the district's policy will be required at some point in the near future to make the proper amendments to comply with the statute.

VII. Subcommittee correspondence

- A. Agenda: Personnel & Policy Subcommittee Meeting – June 10, 2014
- B. Minutes: Personnel & Policy Subcommittee Meeting – March 18, 2014
- C. Superintendent's Job Description
- D. Policy JIA, JIA-R, JIA-E

VIII. Adjourn

MOTION: Ms. Bogdanovich moved to adjourn the Personnel & Policy Subcommittee meeting at 6:50 p.m.

VOTE: 2-0-0, approved unanimously

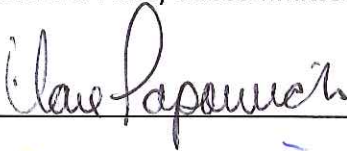
Respectfully submitted by,



Kathryn A. Petersen

Non-Confidential Recording Secretary to the School Committee

Personnel & Policy Subcommittee members' signatures:

  
\_\_\_\_\_, Clare Popowich, Chair

  
\_\_\_\_\_, Myndi Bogdanovich, 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 21<sup>st</sup> 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](mailto:superintendent@belchertown.org) to determine the best way to address your concerns.