



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
March 20, 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. Thomas Ruscio, JBMS Principal; Ms. Jennifer Champagne, Principal CHCS; Mr. Robert Kuhn, SRE Principal; Ms. Andrea Mastalerz interim Director CSS; Ms. Karen Cousland, JBMS Assistant Principal; Ms. Jill Pelletier, Assistant Principal CHCS; Ms. Eileen Farrington, SRE Assistant Principal; Mr. Bob Lachance Director of Building & Grounds; Ms. Kelly Slattery, Food Service Director

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Mr. Parker Mas

VISITORS: Ms. Virginia Doucette, Ms. Mary Dulchinos; see sign in sheet

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
There were no public comments regarding items on the agenda.

- III. Special awards and presentations
 - A. BHS Student members of the State Swim Team Tournament
Superintendent Coffin congratulated the BHS Swim Team on their accomplishments in the State tournament. Girls received 11th place and boys 5th.
The swim team members;

Dennis Lelic	Benjamin Laclair
Aaron Almeda	Jarred Veroneau
Christopher Chumbley	Cameron Wright

Audra Hale
Haley Synan
Wiktorja Kaczor

Aubrey Endress
Nicole Beaumont
Brooke Podsiadlo
Hannah Mitus

- B. Excellence in Teaching Award winners:
Superintendent Coffin congratulated, Mary Dulchinos, CSS Teacher and Virginia Doucette, JBMS Teacher, as the recipients of the Grinspoon Excellence in Teaching Awards.

IV. Update from BHS Student Advisory Council representative – Mr. Parker Mas

Cold Spring School

The students at Cold Spring School will be visiting Stop & Shop on March 22nd & 23rd to tour the store and learn about healthy eating habits through the Kid Healthy Ideas program. This program guides students in choosing nutritious options and helping them understand the importance of a balanced diet. They will also learn about personal care, physical activity and the conservation of the environment with an educational, hands-on experience to encourage them to choose a healthier way of living.

Swift River Elementary School

The Cold Spring Swift River PTO is sponsoring an Art Night which will take place on Thursday, March 30th. Families will tour Swift River Elementary School hallways, admire student creations, and purchase “sold” stickers to be placed on their students’ works of art. All donations will be used toward the purchase of art supplies at Swift River.

Chestnut Hill Community School

The Annual PTO STEM night for Chestnut Hill Community School will be held on Thursday, March 16th from 6:00-7:30PM. Students will have the opportunity to take part in these enriching hands-on projects and demonstrations by real scientists, engineers, and STEM professionals from our community.

Jabish Brook Middle School

On Thursday, March 23rd Jabish Brook Middle School will host the Spring Concert at Belchertown High School at 7:00 PM in the auditorium.

Belchertown High School

On Wednesday, March 15th, Belchertown High School will hold the SADD Clothesline Project in the gymnasium and the Band Concert will take place at 7:00PM in the auditorium. The Volley Ball Lock-In is scheduled for Friday, March 17th from 6:00PM to midnight in the gymnasium.

V. Approval of minutes (A.I.)

A. February 28, 2017, Regular Session

Motion: Dr. Knapp moved to accept the minutes from the last scheduled meeting

Second: Dr. Laughner

Vote: 4,0,1 (MB abstained)

VI. Approval of Warrants and Budget Transfers (A.I.)

A. Accounts payable warrants: S/022717, S/022717, 031317SA

B. Payroll warrants: 022717SA, 1736

Motion: Dr. Laughner moved to accept the warrants of 2/27, 2/2, and 3/13

Second: Mr. Charron

Vote: 5,0,0

VII. Reports and recommendations of the Superintendent

A. FY18 budget draft presentation

1. Positions
2. Substitutes
3. Fees
4. Level service

Numbers 1-3 were tabled.

Superintendent Coffin reviewed the last budget presentation, which is aligned to the 3 year strategic goals. Superintendent Coffin presented the next step in the budget;

- payroll breakdown
 - reviewed personnel
 - priorities of; technology, class size, inclusion, reading, maintaining staff and SEL
- budget needs recommendations
 - central office - \$9,000
 - technology - \$98,000
 - Curr/instruct - \$16,000
 - BHS - \$65,000
 - JBMS - \$15,000
 - CHCS - \$14,000
 - SRE - \$55,000
 - CSS - \$0
 - SPED - \$80,000
 - Health - \$0
 - maintenance - \$25,000
 - offset - (\$50,202)
 - Total - \$327,198

The Finance subcommittee will be presenting to the town Finance & Budget Committee tomorrow.

Dr. Laughner asked if this is a 3% increase over last year. Mr. Dunn noted a level service alone is 3.34% increase and level service with needs would have a 4.52% increase.

Dr. Knapp noted adding the breakdown on the presentation of the town ½ and Chapter 70 ½ .

Ms. Bogdanovich questioned if the Finance Committee asked for level funded. Superintendent Coffin noted that both the town and the schools were asked to present a level funded budget.

The Committee discussed; staffing, there may be a need to shift staffing, the need to keep what we have to move forward, Superintendent Coffin would like more direct numbers from the Finance Committee.

The public budget presentation is scheduled for April 4th but may need to be

rescheduled.

Dr. Knapp suggested explaining the retain/restore position, comparison of per pupil cost relative to state or local districts, noting we are below state average on per pupil expenditure in admin costs.

VIII. Personnel

A. Update as of March 14, 2017

Superintendent Coffin welcomed Joyce Purdy to the district.

IX. Unfinished business

Ms. French noted there was no unfinished business at this time.

X. New business

A. Food Service POS system kickoff

Ms. Slattery presented the information to the Committee. Ms. Slattery noted that emails and letters went home last week with pin numbers. The system will "go live" next week. Trainers will be here all next week. As of March 28th parents/guardians will go online to deposit money in student accounts. The Committee discussed the transaction fee charged to deposit money in the accounts. There is a \$1.95 transaction fee charged per deposit up to \$120. We have no control over the fee. The cafeteria will still accept cash or checks. The goal is to have no cash in the school or students having to travel with cash.

The Committee discussed measuring a time/speed increase with the new system. How will refunds be handled; same as they were in the past. This system can be expanded to other services in the district.

XI. Reports of subcommittees

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

There is a meeting scheduled for tomorrow.

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

There is a meeting scheduled for March 28th.

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

There is a meeting scheduled for Monday.

D. Finance & Budget Subcommittee (Dr. Laughner/Mr. Charron)

They met earlier, information has already been presented earlier in this meeting.

XII. Reports of school department liaisons

A. Healthy & Safer Schools Advisory Committee (Ms. French)

There is a meeting scheduled for April 3rd.

B. Technology Working Group (Dr. Laughner)

They have not met.

C. Collaborative for Educational Services (Dr. Knapp)

There is a meeting scheduled for later this month.

- D. RADAR (Dr. Laughner, Mr. Charron)
There is nothing at this time.

XIII. Correspondence

- A. Agenda, March 14, 2017
- B. February 28, 2017, Minutes
- C. Accounts Payable and Payroll Warrants
- D. FY18 budget draft
- E. Personnel update
- F. Food Service Director letters regarding MOSIACS
- G. Food Service POS information
- H. JBMS Field Trip request

- XIV. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining negotiations with Unit A, Teachers and Single Contract Employees 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 8:17 pm. They will return to open session.

Vote:

Dawn French - yes

Thomas Laughner - yes

Michael Knapp - yes

Myndi Bogdanovich - yes

Jeff Charron - yes

V. Adjourn

Motion: Dr. Laughner moved to adjourn at 9:51 pm

Second: Ms. Bogdanovich


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

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