



**BELCHERTOWN PUBLIC SCHOOLS
REGULAR SCHOOL COMMITTEE MEETING
September 8, 2015**

LOCATION: Swift River Elementary School Library
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; Mr. Edward Dunn, Contracted School Business Manager;

BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES: Ben Stone, Madeline Hamparian

VISITORS: Brenda Aldrich, Board of Selectmen, Amanda Sakland, Eric Lindholm

Minutes

- I. Call to order
Mr. Fritsch 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. Maddie Hamparian (Class of 2017) - Girls Nation
Superintendent Coffin presented Madeline Hamparian with the Girls Nation award. Ms. Hamparian expressed her gratitude toward Mr. Jenke and Mr. Poulin for their sponsorship and the American Legion who runs the program. Maddie explained to the School Committee what she took part (including the model congress) and events she attended. She also got to meet Massachusetts Representatives and President Obama.
- IV. Update from BHS Student Advisory Council representatives
Ben Stone and Madeline Hamparian updated the School Committee.

CSS: Pre-K and Kindergarten had their visiting day. Pictures are September 15 and open house is October 8, 2015.

SRE: Picture day will be September 15 and open house is October 8, 2015.

CHCS: Picture day is September 12 and open house is September 17, 2015.

JBMS: Picture day is September 14 and open house is September 24, 2015.

BHS: Picture day is September 28 and open house is September 16, 2015.

V. Approval of minutes and consent items

A. August 25, 2015, Regular Session Minutes

Motion: Ms. Bogdanovich moved to approve the minutes of August 25th.

Second: Dr. Knapp

Vote: 5,0,0

VI. Reports and recommendations of the Superintendent

A. Opening Day – staff and students

Superintendent Coffin noted she visited all schools on opening day. At BHS she had the opportunity to enter a classroom with students all wearing the same shirt, this was a senior class.

B. Council on Aging Meeting

Superintendent Coffin attended a Council on Aging meeting last month. Some of the needs that came up were:

- Senior center only has 3 computers for their computer literacy class. Superintendent Coffin is looking to BHS to help with this class. Potentially utilizing computers in the school and students to help with the literacy class.
- Student volunteers – computer assistance - Superintendent Coffin would like to see volunteers from other schools besides the high school as well.

C. Rt. 181 Road Construction

Superintendent Coffin updated the School Committee on the ongoing construction to Rte. 181. She met with both the construction group and Mr. Williams from the DPW. They informed her that when the construction got to the entrance to CSS they would close half a lane at a time.

D. Update on Vision Committee

Superintendent Coffin updated the School Committee on the organization of the Vision Committee. Those that agreed to serve on the Vision Committee are:

Chris Mattock – Facilitator

Myndi Bogdanovich – School Committee

Michael Knapp – School Committee

Steven Walkowicz – CHCS teacher

Melanie Capone-Babb – JBMS teacher

Ann Marley – CHCS librarian

Robert Kuhn – SRE principal

Ron Aponte – Board of Selectmen

Louise Butler – Community member

Their first organizational meeting is scheduled for September 14, 2015. They will be discussing the open meetings for the schools.

VII. Personnel Update

A. New Faculty/Staff for the 2015 – 2016

Superintendent Coffin updated the School Committee on the new hires for the district. She also noted that the district still has 10 positions to be filled.

VIII. Unfinished business

A. School Committee meeting dates

Superintendent Coffin posed the question of rescheduling or cancelling the September 28th meeting due to a religious holiday. Mr. Fritsch noted if school is in session he feels there is no need to reschedule. Dr. Knapp noted to make sure it did not affect the attendance to the meeting. Ms. French questioned if it was a request for a change or just a question? Superintendent Coffin noted it was posed as a general question. The Committee agreed to make no change to the meeting date.

IX. New Business

A. MASC Policy Manual Contract

Superintendent Coffin noted that looking ahead some Mass policies have been updated since 2012. MASC would go through the policy manual, update and put the entire book online. Cost is \$3,500 to implement then \$950 per year to maintain. Ms. French supports having the MASC updating the manual. Ms. French requested the contract be updated with language that includes the MASC will keep track of updating the language. Dr. Laughner requested the software listed needs to be updated. What is listed is out of date. Dr. Knapp questioned if the policy manual was under the 600 page limit. Superintendent Coffin noted that when the manuals are split the number of pages will be fewer than 600. The School Committee tabled the discussion until the updates have been made.

B. Superintendent goals

The School Committee discussed what committee or who would be involved in the goal writing process. The Committee agreed to send this to the Personnel & Policy Subcommittee.

C. Grievance

Motion: Ms. French moved to nominate the School Committee Chair to be the representative to hear grievances and report back to the School Committee.

Second: Ms. Bogdanovich

Vote: 4,1,0

Discussion: Mr. Fritsch noted that currently the School Committee Chair is the representative and this has been the historical procedure. Dr. Knapp noted that the current School Committee has not agreed to have a representative for grievances or on the process for the School Committee to hear them. Dr. Knapp suggested that the School Committee as a whole should hear grievances once they reach the 3rd level. The School Committee discussed the current system and changes that could be made. Members discussed what the process should be to handle grievances that come to the School Committee. It was noted that there would be a grievance meeting tomorrow and Mr. Fritsch would be attending. Dr. Knapp suggested that if the grievance went to the School Committee it could be handled on a Committee meeting night.

Superintendent Coffin read the details of timing and noted there is a 10 working day time frame to set up a meeting and a 10 working day time for the School Committee to give a decision. Ms. Aldrich noted the Board of Selectmen hears grievances in the evening due to their schedules. School Committee discussed designating a representative under pressure and moving forward with policy in mind rather than past procedure. The Committee agreed that whoever hears the grievance the whole Committee should be updated on what is happening. **This will be an annual decision on who will hear grievances.**

D. Buildings

The Committee agreed to discuss at a later meeting.

X Reports of subcommittees/representative to Collaborative for Educational Services

A. Collaborative for Educational Services (Dr. Knapp)

Dr. Knapp noted nothing at this time.

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

Dr. Knapp noted nothing at this time.

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

Mr. Fritsch noted nothing at this time.

D. Jessica's Boundless Playground Committee (Ms. French)

Mr. Fritsch noted he attended the last meeting. There is one meeting to go in October after that they will have one bill left to present to the district. They will be sending a recommendation to release the committee after that.

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

Ms. Bogdanovich noted nothing at this time.

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

Mr. Fritsch noted nothing at this time.

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

Dr. Laughner noted nothing at this time.

XI, Correspondence

A. Agenda, September 8, 2015

B. Minutes, August 25, 2015, Regular Session

C. New Faculty/Staff

E. Policy Manual Contract

XII. Adjourn

Motion: Ms. French moved to adjourn 8:07 pm.

Second: Dr. Knapp


Vote: 5,0,0

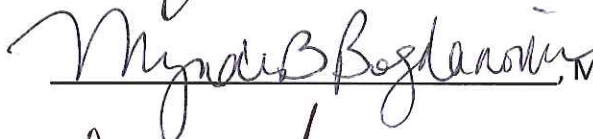
Respectfully submitted by,


Ramona Griffin

Non-Confidential Recording Secretary to the School Committee


School Committee members' signatures:

 _____, Richard Fritsch, Chair

 _____, Myndi Bogdanovich, Vice Chair

 _____, Dawn French, Secretary

_____, Michael Knapp, Member

 _____, Thomas Laughner, 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.

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](#)).