

NEW SALEM/WENDELL SCHOOL COMMITTEE
THURSDAY, February 2, 2017
Swift River School 7:00 p.m.

FINAL Minutes

David Briand, Dick Baldwin, Amy Palmer, Alyssa Rulf Fountain, Carla Halpern, Melissa Burke, Jack Radner

Kelley Sullivan, Jennifer Haggerty, Stephen Cass, Lisa Aubin, Jill Putala

Public: Domenic Poti (Greenfield Recorder)

Called Meeting to Order at 7:07pm

- A. Public Hearings - N/A**
- B. Warrants -**
 - Bill: 4524
 - Payroll: 415, 416, 815, 816, 4160, 8150, 8160, 8161
- C. Superintendent's Report**
 - Budget was discussed at Union 28 meeting with principals and Stephen; getting ready to brief select boards
- D. Director of Finance and Operations Report ***
 - NS/W FY18 Budget - Review
 - FY17 will be tight but there will be savings in fuel - by the end of Feb will have real comparative numbers vs. projections. Still very hopeful we'll be under budget.
 - FY18 have been reworking the budget - trying to get the exact numbers out. Have met with members of the finance committee - would like to have another meeting with them. Some of the changes have had a substantial impact, for example looking at enrollments of all the schools. This has resulted in a minor shift - 1% but is \$6k additional dollars Swift River will have to pay due to higher enrollment. The biggest impact on enrollment is on how much each town pays. New Salem is down to 53% and Wendell is up to 47% of enrollment, which is a big shift. Overall, we are projecting a 12.6% budget increase. The increase for Wendell is 27.1%; the increase for New Salem is 12.6%. This is in part due to chapter 70 money. Projected was \$720k; the actuals were \$679k - chapter 70 is not keeping up with Swift River expenses. The other figure is use of E&D - used \$46k last year - built in \$45k for next year. In terms of budget itself, the major drivers are salaries - a pre-k teacher salary was hired this year. The budget also includes a title I sped teacher (full time) who is needed due to an increase in the need for interventions. There will be between a 24.1-25.9% special education/Title I cost but over time, this will reduce the number of students in IEPs. Early intervention and differentiation will reduce amount of services needed in the future. It was also necessary to hire two new paraprofessionals for students with IEPs - a legal obligation. Instructional supplies have become more

expensive b/c enrollment has gone up, custodial has increased (toilet paper, etc). Fixed charges have increased - retirees, health insurance, central office. Health insurance has increased due to higher prescription costs.

D. Principal's Report

- Kelly provided a graph of student support services.
- We continue to have high sodium in the water so asked for price for spreading calcium chloride - and in the meantime, need to go to bottled water. Belmont springs will come in and place coolers.
- The school hosted jump rope for heart.
- The Geobee took place which was very exciting for the kids.
- The 5th grade sent out a hand-written letter campaign for nature's classroom - donations have come in. Bake sale during soccer on Saturdays.
- Thank you to diamond farm - they had an abundance of turkeys after the holidays - were able to distribute 23 turkeys to families in need in the two towns.
- Our goal is to fundraise half of cost for nature's classroom (which is \$13k) - parents are actively fundraising. May do a go fund me page

E. Committee Reports

- There was an all board meeting in New Salem - Dave Briand touched on field trips and how well received they were. Also mentioned need more PTA members
- Collaborative for Educational Services - no report - will get it next month
- Budget and Personnel - Next meeting- TBD.
- B&P - talking about new director of finance and operations and how that process will go. Approved at joint supervisory salary will be \$96-102k and the search process is underway. The search committee will require 4-6 evenings in March and April.
 - The committee approved an emergency acting superintendent procedure and will be reviewing superintendent contract at an upcoming meeting.
 - Some interesting things are happening at our sister schools:
 - Erving - 100 mile club, building a track. Math club - teaching parents.
 - Shutesbury is doing MCBA, working with alternative seating, improving playground equip.
 - Leverett - second peace and community building meeting - doing related service projects.
 - Prudy Marsh talked about equitable math class - Jenn is taking it with Prudy. Providing access to expose kids to the highest level of math possible and improving competence/confidence - watched class and

debriefed. Talking about math teaching in a different frame. Providing opportunity for all kids to learn math at the highest level.

- **Joint Supervisory** - Next Meeting - TBD (talking about a March meeting)

G. Report from Mahar Representatives - no report

H. February Items

1. **Substitute Rates** - the Swift River sub rates are lower than other towns and we're therefore looking to increase current rates by \$10 across the board. With an increase, the rates would be \$80/day for non-certified; \$90/day for certified/retired. Increase to \$130 for school nurse (from \$120). Jack - moved to increase; Dick second (AIF)
2. **Strategic Plan - Vote** - at last meeting we received the strategic plan. This plan is to guide work over next five years. The theory of action and objectives are all aligned with universal design: responding to student needs, curriculum and instruction, assessment and data, community relationships. Each school then has its own priorities within the objectives. Looking for a motion to support or adopt - Dick moved to support the strategic plan, Melissa second. AIF - Jen publicly thanks the principals for working with her on this plan for months.
3. **Policy Update and Review:**
 - Final Vote on:
 - **IHAMB - Teaching About Alcohol, Tobacco and Drugs *** - final vote; Dave made motion to approve policy IHAMB; Dick second (AIF)
 - First Reading on:
 - **IJNDB - Acceptable Use Policy *** what guides usage of technology across union 28. All teachers worked on this over the summer - it is the same for all four schools.
 - **IJNDD - Social Networking Policy *** expectations for staff and students and guidelines for using social media platforms. Jen was looking to have these approved at the February 2, 2017 meeting so they can use Google-suite immediately (Google won't let schools use it unless there's a procedure in place).

Jack moved to suspend usual policy of first, second, and final read for approving policies (by voting on first read) for the purpose of approving these two policies immediately; Dick second (AIF). Motion to approve IJNDB - Dick moved, Dave second (AIF); motion to approve IJNDD - Jack moved, Dick second (six approve, one abstention).

- **JICH** - Alcohol, Tobacco and Drug Used by Students Prohibited* - Dave Briand raised that if a child is suspected to have ingested alcohol, tobacco, or drugs, ambulance services (EMS) should be notified along with parents to make medical decisions. It's currently a procedure for the nurse to call parents - but there is no policy in place that if a child is injured, parent must be called. The district's legal advisor recommended we have procedure around alcohol, tobacco, drugs rather than a policy in case the parents resist. Dick suggested a procedure be written down rather than a policy put in place. Carla suggests this be broken in two, one policy about drugs, alcohol, tobacco as required by DESE; also then have the policy committee work on a procedure to ensure parents be called. Ultimately, the only scenario where parents wouldn't be called is if the family is already involved with DCF and there is suspicion the parents are abusing the children. Carla proposed we vote on the policy as written and also look at our procedures about contacting parents if a child becomes ill or injured. We will move this to a second read.

I. Future Business

- Next Meeting Date - March 2, 2017 - 7:00 p.m. (Kelley would like to discuss the community action award during the next meeting; Jen would like to add a parent forum to discuss the budget)
- New Salem/Wendell Policy Committee - March 2, 2017, 2016 6:30 p.m.

J. Approval of the Minutes of January 5, 2017 - motion to approve minutes of 1/5/17 - Dick moved, Jack second (AIF)

K. Adjournment - Dave moved to adjourn; Jack second (AIF). 8:26.

Respectfully submitted,

Alyssa Rulf Fountain
NS/W School Committee