

**UNION 28 JOINT SUPERVISORY COMMITTEE**  
**Wednesday, September 9, 2015**  
**Final Minutes**

**Present:** Scott Bastarache, Son Hui May, Alan Mully, Bethany Seeger, Johanna Bartlett, Dick Baldwin, Carla Halpern, Jessalyn Zaykoski; Dan Hayes, Chair; Prudence Marsh, Director of Student Support Services; Aaron Osborne, Director of Finance and Operations; Jennifer Haggerty, Superintendent; Public Guests: Kevin Courtney, coach in the New Superintendent Induction Program.

**1. Meeting Called to Order by Jennifer at 7:02 P.M.**

**2. Reorganization of Committee**

**JOHANNA NOMINATED DAN TO CHAIR OF THE COMMITTEE. JESSALYN SECONDED. UNANIMOUS.**

Dan explained the duties and responsibilities of Chair, Vice-Chair, Secretary, and Treasurer.

**DAN NOMINATED SCOTT TO VICE-CHAIR OF THE COMMITTEE. JOHANNA SECONDED. UNANIMOUS.**

**DICK NOMINATED JOHANNA TO SECRETARY OF THE COMMITTEE. DAN SECONDED. UNANIMOUS.**

The committee then (re)introduced themselves.

**3. Public Hearings**

Kevin distributed literature regarding the New Superintendent Induction Program (NSIP), which has been developed over the last six years to address high Superintendent turnover in Massachusetts school districts. Most MA Superintendents participate in this program today; each cohort attends content days for three years and receives six hours a month of individual coaching. Carla asked whether a Superintendent who changes jobs after participating needs to start over from Year One; Kevin replied that issue hadn't been clarified yet.

Kevin said that NSIP makes no decisions about curricula or student achievement plans; these are left up to individual districts. Rather, the program supports Superintendents in making these decisions. He emphasized that the job can't be done alone and that Superintendents must work in collaboration with stakeholders. The first year of the NSIP calls on Superintendents to create an Entry Plan that is used to identify emerging priorities along with their possible causes, strategic objectives to address them, and test strategies to evaluate actions taken regarding them. This initial phase will culminate around the end of next summer with a focused District Strategy intended to be a living document and vital resource rather than another report gathering dust on the shelf.

Kevin invited questions and comments. Dan thanked him for coming tonight and explaining

NSIP to JSC. Johanna asked how NSIP is funded; the Massachusetts Association of School Superintendents is one of the main funders, supplemented with grants and DESE funding. Jennifer expressed her appreciation for NSIP, and Prudence affirmed the value of the instruction and guidance for the whole school community. Dan concluded by thanking Prudence for her work, and for attending JSC.

#### **4. Approval of the Minutes from July 7, 2015**

**JOHANNA MOVED TO APPROVE THE MINUTES OF JULY 7, 2015. SON HUI SECONDED. UNANIMOUS. (One abstention, Carla.)**

#### **5. Budget and Personnel Committee Report**

Bethany reported that the committee discussed the Superintendent evaluation process. B&P decided that this process should begin earlier in the year; Dan noted that B&P would bring forward a more detailed proposal soon. Ideally, the evaluation process will ultimately be clarified so that future committee members needn't reinvent the wheel, and so they can easily understand the purpose and procedures involved. Dan suggested that a new Policy Subcommittee might take this work on, although another round of meetings to attend might be too much for JSC members, and B&P might do this work instead. Johanna responded that B&P has plenty of work to keep them occupied, so the work might not be done in a timely enough fashion. Jennifer and Aaron both emphasized that the central office is trying to streamline policies that don't need to be brought to the school committees. Dan indicated that JSC members would receive policies from BettyLou for review in the meantime.

#### **6. Central Office Rent/Renovations/Repairs - Update**

Scott reported that he met with the Erving Selectboard this morning; as anticipated, the topics of rent and fees came up, and the board took the recommendations under advisement but did not commit to any of them, although the Chair indicated they would maintain communication with JSC and move forward with reviewing the list. Jennifer noted that the building housing the U28 offices is the only town-owned building without a Safety Plan, and there's an immediate need to improve security for office equipment and data, but most importantly for personnel. Aaron added a data backup plan is long overdue.

#### **7. Regionalization Update: None.**

#### **8. News/Updates from Each School**

Wendell / New Salem: Johanna reported that the new Food Service Director is a trained chef, and her food is a big hit. There have been various repairs to the building. SRSC is looking at January for a time to take on PARCC in a serious way. Over the past year, she and Carla have been concerned over signing homeschooling requests that don't seem to provide a quality education equivalent to that at SRS. Carla added that committee

approval seems to be a rubber stamp because the Superintendent ultimately has to approve homeschool plans. She said the committee wants to support parents in making good choices for their children's education, but some inadequate-seeming proposals have given the committee pause. Also, new gym and music teachers have been hired; both are quite popular.

Leverett: Alan reported there has been a lot going on in the first week, including a Preschool Picnic and a Meet-and-Greet with Jennifer. Enrollment is stable. Teachers have begun work in their Learning Communities for the year, and computers in the lab have been updated. A room near the entrance will be converted into a waiting room where parents can pick up their children. Johanna asked how the room works; Bethany said the room used to be a SPED room but DESE said it was too far away from other SPED delivery rooms, but that she doesn't know how it works yet.

Erving: Son Hui reported that second and sixth graders are working on collecting rocks and stones. The PTO just met for the first time. Scott added that school just started, so there's the usual hustle and bustle, but enrollment is down primarily due to a summer exodus of some families from Erving along with School Choice. There used to be two sixth grade classes, for example, while there is only one now.

Shutesbury: Dan reported that SES has experienced a decline in enrollment as well. New curricula have been adopted through a collaborative process involving feedback from teachers and parents. SES adopted a school mascot, the moose, which many school events have featured. Regarding standardized testing and homeschooling, Dan suggested writing a letter to our legislative representatives; we need to work for positive change using the avenues that are open to us. Ultimately, these changes have to be made at the state level in Boston. However, as school committee members, we have a lot of power; we need to make those phone calls to legislators as well as parents when we get legislative action alerts. The legislators listen to large masses of voters on these issues, and we can wield influence. CES can also weigh in on these issues. Attending public forums like the recent Foundation Budget hearing in Northampton, where many people from many districts spoke about their concerns, is also crucial.

Jennifer reported that she attended Meet-and-Greet events at all three schools; each was a little different, and she will be attending the Ice Cream Social at EES this Friday. Opening Day seemed to go well at all schools. She has emphasized her philosophy – it's all about relationships – and tried to inspire staff at all schools with a short speech and a Maya Angelou quote. She is working with her Leadership Team to address issues of safety, educator evaluation, and outdoor activities. She also feels it's important for her to be involved not just with the schools, but with the communities at large, and attended a Leverett Selectboard meeting yesterday; next up is Shutesbury.

Dan invited Prudence and Aaron to comment on the beginning of the school year. She said that the relationships in the central office are stellar in terms of working toward common goals, and that she appreciates having Aaron, Jennifer, and the other office staff to rely on. Aaron said the open-door policy at the central office is wonderful; there is none of the silo mentality that can make administrative work difficult. He has been

trying to visit schools as well to get a sense of what's going on. Jennifer echoed the “mutual admiration club” responses from both and added that she feels very lucky to be at U28 and to have the staff she does. Prudence said that she has gained a depth of understanding about the different kinds of work that go on in the office, and that she appreciates the open communication among the staff. Dan concluded that we are very lucky to have the staff we do, and our students are lucky to have the schools.

**9. Policy Review: None.**

**10. Future Items to Discuss:**

- a. Presentation of Superintendent Evaluation Process to full committee
- b. Next Meeting Date: October 28, 2015, 7:00 P.M., Shutesbury Elementary School

**12. Executive Session: Contract Language**

**JOHANNA MOVED TO ENTER EXECUTIVE SESSION TO DISCUSS CONTRACT LANGUAGE, NOT TO RETURN TO PUBLIC SESSION. ALL VOTES AYE BY VOICE. PASSES UNANIMOUSLY.**

**13. Adjournment**