

UNION #28 JOINT SUPERVISORY COMMITTEE
Monday, November 25, 2019
Final Minutes

Present: Jen Malcolm Brown, Beth Erviti, Craig Cohen, Barbara Doyle, Elizabeth Devlin, Mark Blatchley, Erik Semb, Gene Stamell, Bethany Seeger, Johanna Bartlett, Carla Halpern, Dan Hayes, Members; Lauren Thomas-Paquin, Chair; Bruce Turner, Director of Finance and Operations; Jennifer Culkeen, Superintendent; Public Guests.

1. Meeting Called to Order by Lauren at 7:00 P.M.

2. Public Hearings:

Erik requested the B&P Committee meeting be moved up to 6:30 in the future. JSC was amenable to the change.

3. Approval of the Minutes from September 16, 2019:

JOHANNA MOVED TO APPROVE THE MINUTES OF SEPTEMBER 16, 2019. ERIK SECONDED. UNANIMOUS.

4. New Business:

1. FY21 Union #28 Budget – Discussion and Vote: Bruce reviewed some updates to the Budget, including salary changes, cloud and IT services, and personnel changes. The internal workload around grants has been redistributed, resulting in some cost savings. Bruce answered some questions about details of various changes to line items, all designed to more accurately represent actual expenditures (insurance is going up to reflect what we actually spend, while a new hire for the Accounts Payable position is lower). One significant one-time cost is having old records reviewed (and possibly purged) at Central Office, for which we'll need outside expertise. Erik thanked Bruce and Jennifer for their hard work on the Budget.

DAN MOVED TO APPROVE THE FY20-21 UNION #28 BUDGET. BETH SECONDED. UNANIMOUS.

2. Union #28 Central Office Location – Discussion and Formation of Building Subcommittee: Lauren summarized the situation: we need to find a new location for Central Office because the building they rent space in from the Town of Erving will no longer be available within the next two years. Also, Central Office is not in compliance with the ADA because it's on the second floor of the building without elevator access. Jennifer said we need to start thinking about where to house Central Office, preferably in one of our member Towns, or in a neighboring Town if need be. Hence, we're forming a Subcommittee to begin working on this transition, which will need to happen over the next two years. We also need to figure out the budget piece of it, since we'll undoubtedly be paying more than we do currently.

Carla noted it would be helpful to have a list of specifications as soon as possible. Lauren said we need one person from each Town to sit on this Subcommittee. Bethany asked about frequency of meetings: Jennifer said not that frequently yet, and Bruce added he's thinking it needs to start meeting in the Spring. Also, we should identify towns that would be too far away. Orange might be a possibility; it's far from Leverett, but probably relatively cheap. Erik, Mark, Beth, Gene, and Barbara volunteered.

5. Budget and Personnel Committee:

1. Update: Bethany reported that B&P looked at the Budget that was just approved. They also discussed the possibility of adding raises for Central Office personnel who have additional qualifications, but not this year, since the Town budgets will be stretched as it is.

6. Superintendent Report:

Jennifer offered one update: she's serving on the Policy Committee at CES.

2019-2020 Educator Evaluation Goals – Vote:

1. Revisioning Core Values: Working with the Leadership Team to update the core values shared across our towns and school districts.
2. Developing knowledge of cultural stuff through lens of UDL, attending workshops and conferences focused on social diversity, cultural competence, etc.
3. Universal Design for Learning: Working with Learning Design Integration Team to create subcommittees focusing on specific populations of students. Reading Jonathan Mooney's *Normal Sucks*, which addresses learning challenges students have perhaps will lead reading group at schools. Applied for a grant from DESE that will be used to pilot a state-created evaluation tool for interventions. Prudy added that it's thrilling for us to be so engaged with UDL because it's at the forefront of what the State is doing.
4. Family and Community Engagement: Facilitating opportunities for family to be involved at their schools, attending local and state meetings on this topic, creating a Family Engagement Document to outline what families might do, working with CNC Director to continue to engage children before they come into our schools.

DAN MOVED TO APPROVE THE SUPERINTENDENT'S GOALS FOR 2019-2020. JOHANNA SECONDED. PASSED (THREE ABSTENTIONS).

7. Director of Finance and Operations Report:

1. Previous Year Invoice from Pitney Bowes: With all the ransomware chaos last summer, we missed one bill from Pitney Bowes that we need to pay. Bruce added that three of our five member Towns have qualified for Rural Aid this year; it's encouraging that our legislators seem to be listening to us, and we need to make sure that they continue to do so.

DAN MOVED TO APPROVE THE PITNEY BOWES BILL IN THE AMOUNT OF \$255 TO BE PAID OUT OF THE CURRENT BUDGET YEAR. JOHANNA SECONDED.

8. U#28 Policy Subcommittee:

Policy Update and Review:

First Reading on:

- BEDA – Notification of School Committee Meetings
- BEDB – Agenda Format
- BEDG – Minutes

Second Reading, First Vote on:

- BBA – School Committee Powers and Duties
- BBAA – School Committee Member Authority

DAN MOVED TO APPROVE POLICY BBA – SCHOOL COMMITTEE POWERS AND DUTIES. BARBARA SECONDED. UNANIMOUS.

DAN MOVED TO APPROVE POLICY BBAA – SCHOOL COMMITTEE MEMBER AUTHORITY. BARBARA SECONDED. UNANIMOUS.

Final Vote on:

- AC – Nondiscrimination
- ADDA – Background Checks

DAN MOVED TO APPROVE POLICY AC – NONDISCRIMINATION. JOHANNA SECONDED. UNANIMOUS.

DAN MOVED TO APPROVE POLICY ADDA – BACKGROUND CHECKS AS EMENDED. BETHANY SECONDED. UNANIMOUS.

Beth pointed out one confusing sentence. Jennifer explained it seemed confusing because of a formatting issue and read out the correct version. Beth also requested that gender pronouns be made gender-neutral, which Jennifer agreed to.

DAN MOVED TO APPROVE POLICY ADD-R – DCJIS MODEL CORI POLICY. BETH SECONDED. UNANIMOUS.

9. News/Updates from Each School and Union #28:

Wendell/New Salem: Carla reported that we got some nice money in Rural Aid, which is most welcome. The older grades took a field trip to UMass Amherst, and the Monster Dash raised several hundred dollars toward next year's Nature's Classroom trip. Our Principal and several teachers attended an enjoyable and informative training. We voted to allow teachers and non-teaching staff to unionize together for the next contract bargaining. Our 100 Mile Club received a \$2,000 grant from the Sugarloaf Mountain Athletic Club thanks to the efforts of its director and organizer, Nan Mead.

Leverett: Bethany reported that the 6th Graders just put on the Spaghetti Supper fundraiser, which was very successful. Mountain Day was also delightful for students. Our Halloween Party was well attended, raising money through the PTO. Sadly, we have experienced the passing of several parents over the past year, which has been difficult for the entire school community. Our power went out during a bad windstorm, which brought down our phone system temporarily and revealed that our phone system is antiquated and need replacing. Carla complimented LES students on all the signs they've made for Monte's March.

Shutesbury: Lauren reported that the 5th Grade teacher won a \$5,000 grant that pays for someone from the Hitchcock Center to come and do a science unit with every grade. The all-school musical *Annie* is coming up on December 6, and will be a fun half-hour for everyone. Moose on the Move is ongoing, a community cookbook with kids' recipes is forthcoming, and the 6th Grade is participating in Monte's March. Dan recognized Bruna, a Central Office staffer who recently passed, for all her excellent and dedicated service over the years. He added that he appreciates representatives from the Four Towns being open-minded and civic together in pursuing talks over the Assessment Method.

Erving: Erik reported that we just celebrated Thanksgiving with some Central Office staff; it was really nice, and he thanked all the volunteers. We also had a Veterans Day event at which forty-five veterans were honored by EES students. Erik also thanked Mark for joining EESC.

10. Future Items to Discuss:

- Next Meeting Date: January 13, 2020 @ 7:00 p.m. – Shutesbury Elementary School
- Budget & Personnel Committee: TBD

11. Adjournment at 7:41:

ERIK MOVED TO ADJOURN. JOHANNA SECONDED. UNANIMOUS.