Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, May 3, 2023
TIME: 6:30 PM
PLACE: Bourne High School Media Center

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Emily Berry; Ryan Bagdonas; Maureen Fuller; Paul McMaster; Kari MacRae; Erin Perry; Kerrie Scofield

SCHOOL COMMITTEE MEMBERS ABSENT: Student Representative Isabella Palumbo

OTHER ATTENDEES PRESENT: Dr. Kerri Anne Quinlan-Zhou, Superintendent; Dr. Barbara Starkie, Assistant Superintendent of Learning and Teaching; Jordan Geist, Director of Business Services; Kristin Donahue, Director of Special Education and Student Services; Chris Oliver, Director of Technology

1. CALL TO ORDER

Chair Emily Berry calls the meeting to order at 6:30 PM.

2. PLEDGE TO THE FLAG

All stand for the Pledge of Allegiance.

3. PUBLIC INPUT

No public comments are made.

Bourne Public Schools

4. REPORTS AND PRESENTATIONS

a. STUDENT ADVISORY REPORT

- Presentation/Report: Student Spotlight Bourne Intermediate School
    - MacKenzie McMaster introduces the Bourne Intermediate School Spotlight presentation. Mrs. Norton says BIS decided to use their spotlight to highlight their Military Students and introduces Mackenzie Carys, Abigail Nogueras and Emmanuel Nogueras to share their experiences. Mackenzie says that April is the Month of the Military Child and April 15th is Purple Up Day. Emmanuel shares that his Dad is in the Coast Guard and when he has to say goodbye to him it makes him sad but it makes him happy when his Dad texts him or sends audio bedtime stories. He says being a Military Child means he has to spend a lot of time without his Dad but he's really proud of him and loves being a Military Kid. Abigail says her Dad has been in the Coast Guard her whole life, traveling around the world on a boat. She says she worries about him so his deployments make her nervous but when he checks in with her she feels better. She says being a Military Child means they have to sacrifice their time with their Dad but they are proud he is in the military. Abigail says her Dad has to move around a lot but her family has decided to stay in Massachusetts because they love their community including their friends, schools, jobs, sports and small businesses. MacKenzie says that her Dad is in the Coast Guard and she has moved 6 times in her life living in 3 different states and attending 5 different schools. She shares that her family's time on Cape Cod could end any time and then she'll be off on her next adventure. Mrs. Norton shares photos from the month-long celebration of the Military Child at BIS. MacKenzie presents Mrs. Berry with a declaration made before the Massachusetts House of Representatives by Rep. William Keating honoring military students at Bourne Intermediate School and across the country recognizing the resilience and strength they demonstrate each day as their parents serve our country.

b. CHAIRPERSON'S REPORT, *Emily Berry, School Committee Chair*

- Announcements
    - Chair Berry thanks School Committee members Erin Perry and Ryan Bagdonas, who will be leaving this month after the May 16th election, for all their hard work on the school committee during the last few very challenging years.
    - Chair Berry thanks the Town of Bourne for passing the proposed school budget.
    - Chair Berry says they have been receiving nominations for the Navigators Awards and she will put them in a shared folder for all members. She looks forward to presenting the awards next month.
- Correspondence
    - The School Committee has received an invitation to the Senior Internship Showcase on May 9th from 5:00-6:30 pm.

- The Town of Bourne is looking for 2 SC members to be a part of a committee to review finance policies. Paul McMcaster has expressed interest and Chair Berry is happy to do it if no one else is interested. Dr. Zhou says the number of meetings has not been determined but she guesses there will be a mix of Zoom and in-person meetings starting the first week of June working with consultants from the Collins Center.

***ACTION ITEM**-a. Vote to pre-approve Costa Rica 2024 Field Trip

- Chair Berry asks to take up an action item out of order since Mr. Pugh has already presented at a past meeting and is back with some more information that was requested. She thanks Mr. Pugh for providing more information. Mr. Pugh presents the trip itinerary and highlights some specific safety protocols that will be in effect on the trip.

Maureen Fuller motions to pre-approve the Costa Rica Field Trip for April 12-20, 2024; Seconded by Ryan Bagdonas; Voice vote passes 7-0-0

c. SUPERINTENDENT'S REPORT, *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*

- Dr. Zhou thanks the residents of Bourne for approving the general school budget as well as capital items and Community Preservation items at Town Meeting.
- Dr. Zhou notes that it is Staff Appreciation Week which includes everyone and she thanks the entire staff of BPS.
- Special Topics:
  - Dr. Zhou explains that May is Speech and Hearing Month and introduces BES SLPs Brianna Fitzpatrick and Christine Sheehan. Kristin Donahue says the SLPs will present on a conference on Assistive Technology that they attended last year and were presenters at this year. Ms. Sheehan and Ms. Fitzpatrick continue the presentation (SLP: Speech and Hearing Month Recognition) highlighting their work as SLPs, what assistive technology is and how it is used throughout BPS and how to move toward more comprehensive Assistive Technology for BPS students.
    - Kari MacRae asks if there is a way to identify younger children in the community who are too young to be receiving services in the schools yet. Kristin Donahue says they have multiple connections with agencies that service children from birth to 3 years old with regular meetings to identify what a child might need when they come into the school system.
  - Champions After-School Program-Dr. Zhou introduces Kaitlin Grant, the Area Manager for the Champions After-Care Program. Ms. Grant says she has worked in education for 25 years and is passionate about bringing quality care to Bourne students with the Before and After Care program at BES and BIS. She explains that Champions is a part of KinderCare, taking over where it ends. She notes that Champions would love to create a partnership with the high school and have students directly involved, learning classroom management skills, how to create curriculum and more. She continues highlighting Champions' commitment to Health and Safety, DEI, Curriculum and Engagement and shares pictures of the program in action. Ms. Grant shares the

23-24 Tuition and Fees and notes that they offer a multi-child, school employee, and military discount. She introduces summer programming, Champ Camp, which will be held at Bournedale and offer care two weeks before and two weeks after the BPS programming.

- Kerrie Scofield asks whether parents need to sign up for specific days or if it can be used on an as-needed basis. Ms. Grant says Champions offers customizable scheduling and days can be selected up until Wednesday the week prior. Mrs. Scofield asks if care will be provided on early release days. Ms. Grant answers that they will be available on half days as well as vacation weeks.
- Maureen Fuller asks how many people are onsite per student. Ms. Grant answers that they have a 1:13 ratio. Mrs. Fuller asks if kids ever don't want to leave because they're having so much fun. Ms. Grant says it's their greatest compliment and happens all the time, including with her own 3rd grader who she often has to drag out of the program. Mrs. Fuller says the engaging, constructive, structured activities sound magnificent.
- Kari MacRae asks if they offer reduced rates for lower income families. Ms. Grant says they will be accepting subsidies through the state and they also offer an as-needed scholarship program.
- Emily Berry asks if they will have an opportunity to present to parents and Ms. Grant says she would love to have an open house and will work on that. Mrs. Berry asks if there is a limit on how many students can enroll and Ms. Grant says the program will be licensed for 26 students but can increase that by 13 each time it's needed. She adds that parents need to understand the importance of enrolling early so they know what they need to staff for.
- Dr. Zhou notes that a component of Champions that they appreciated during their initial conversations was that if there is ever a staffing issue they have staff that can travel to cover emergency needs.

- Upcoming Events Preview
  - BHS
    - Dr. Zhou introduces Ann-Marie Strode and her team of interns to talk about the Senior Internship Showcase and Future Educator Signing. Mrs. Strode introduces Senior Sommer Washabaugh. Sommer says this year she interned at BIS with mentor Ms. Gilbert in 3rd Grade. She says interns this year received work experience in a future career field of interests. Interns have been placed at Bourne Police, MMA, Chris Mark & Sons Landscaping, BPS, and Firehouse Vet Clinic among several others. She invites School Committee members to the Senior Showcase on Tuesday, May 9th, with a reception at 4:00 and public viewing at 5:00. She says interns have prepared virtual presentations and will be available for questions and discussion at each of their stations and there will also be a Future Educators Signing to recognize Seniors who plan to pursue a degree in Education. Mrs. Strode adds that she thinks the showcase will really highlight all the interns' hardwork and their work as pioneers for this program, being the first cohort of interns. Dr. Starkie recognizes Mrs. Strode for all her hard work with the Internship

Program as well as the Innovation Pathways. She says Mrs. Strode was invited by DESE to present on behalf of BPS for the planning and implementation of the Innovation Pathways program. She also notes that Mrs. Strode, Mrs. Cetner, and the entire Innovation Pathways team at the high school deserve recognition as Commissioner Reilly approved their official designation for the Health Careers Pathway. Mrs. Strode says it's really a credit to the kids.

- Kari MacRae asks how many interns there were and Mrs. Strode says there were 37 this year and next year there will be close to 60.

- Mrs. Cetner highlights upcoming events at BHS including the Spring musical, Newsies on May 11th-13th, Math MCAS on May 16th-17th, Junior Prom on May 19th, Senior Walk on May 22nd, Memorial Garden Ceremony on May 25th, Spring Concert, Art Show, Senior Week activities the week of May 30th-June 2nd, and Graduation on June 3rd.

- BMS
  - Mrs. Borning congratulates Mrs. Salgado for being named 99 the Q's Teacher of the Month. She then highlights upcoming events at BMS including Teacher Appreciation Week, BOGO Book Fair, Curriculum Night, METG Middle School Festival preview of Hoodie, Grade 8 Science MCAS, Math MCAS, Band and Chorus Concerts, 8th Grade Civic Action Showcase, Mental Health Fair, 7th grade field trip to Waquoit Bay, 8th Grade trip to Washington DC, 6th Grade Field Day, 7th Grade Olympics, and 8th Grade Celebration.
- BIS
  - Mrs. Norton highlights upcoming events at BIS including Teacher Appreciation Week, finishing up MCAS, School Nurse Appreciation Day with a special thank you to School Nurse Donna Beers who is retiring this year, Grades 3 and 5 field trip to Aptucxet, Grade 5 field trip to Blake Planetarium, Grade 3 field trip to Plimouth Patuxet, Grade 4 and 5 field trip on the Cape Cod Railroad exploring coastal habitats, BIS Singers performance at the BMS Chorus concert, all-grades Spring music concert, Deborah Sampson historical reenactment assembly for Grade 3, field day, Art Show and Book Fair, and Grade 5 Team Appreciation Day and picnic.
- BES
  - Mrs. Carpenito highlights events at BES including last month's Kindergarten enrollment which showed an uptick in enrollment with 100 students registering, Buzzing Through Spring PTA Fundraising Event, Unified Arts Night, Ice Social and Book Fair, Backyard Games for Incoming Kindergarteners, PTA Family Bingo Night, and Teacher Appreciation Week.

- Past Events Report:
  - Bourne Celebrates Everyone
    - Dr. Zhou thanks Lisa Dix and Mrs. Carpenito for their work on the Bourne Celebrates Everyone event. In addition Dr. Starkie thanks the members of the DEI committee for planning and attending the event, staff and students who made presentations, and local community members who attended and supported the event.

- Dr. Zhou thanks the PTA for their work and support of all the events as well as for having a representative attend SC meetings. She hopes that everyone is seeing the new PTA newsletter that is going out by schools and that more people will step up into leadership roles in this great organization so it can keep going.

- Announcements
  - Dr. Zhou invites Mrs. Cetner up to share news that they have hired a new Assistant Principal. Mrs. Cetner welcomes Nathan Dineen to BHS and says they're very excited to have him. Mr. Dineen is currently the Assistant Principal at a Keith Middle School in New Bedford and will start at BHS on May 22nd. She explains that the hiring process was rigorous and included first round interviews with administration and staff and second round interviews with additional staff as well as parents and students. Mrs. Cetner felt the student input was very valuable as they were really in tune with things that many adults in the room weren't thinking about. Mrs. Cetner thanks Jordan Geist for filling in as Assistant Principal during the hiring process. Dr. Zhou says she will have Mr. Dineen's resume for everyone to look over at the June meeting and she will ask him to come as well.
  - Dr. Zhou adds that Friday is Lunch Hero Day and acknowledges the cafeteria staff for all they do.
- Budget and Facilities
  - Jordan Geist says there is a budget update for members in their folder showing that about 70% of the operating budget has been expended at this time which makes sense for this time in the year. Paul McMaster asks how the School Committee has spent close to $50k when they have a budget of $36k. Dr. Zhou says it was spent on legal fees associated with the contract negotiations.
  - Mr. Geist says Trane program projects are underway starting with building envelope improvement work such as filling air gaps, sealing doors, adding insulation, etc. He says they will move on to lighting when supplies are received and bigger projects will start in earnest over the summer. Maureen Fuller asks if there's a roof project that isn't included in the Trane contracting. Mr. Geist says it isn't major but there is a Middle School roof fix and capital money was just approved to hire the OPM to get through the design portion of that project.
- Technology
  - Chris Oliver reports that new servers finally came in and they are in the final stages of configuring some of that new equipment that will make the network faster and more resilient. He says an application to upgrade the wifi at BMS and BHS was approved by the Federal E-rate program which will cover $97,111 of the $161,852 total cost with the remaining cost coming from town ARPA funds. Mr. Oliver says the contract was signed to upgrade the phone system across the district with most of the funds again coming from town ARPA funds. Mr. Oliver met with AT&T representatives to ask them to provide a solution for a back up 5g cellular for the internet which is important with phone service moving to the cloud. He says the virtual dissection tables that were made possible by the Skills Capital Grant were ordered and will hopefully arrive by June 1st. Lastly, Mr. Oliver says he is working with Trane on the integration of the HVAC system into the network.

- Superintendent Evaluation Evidence
    - Dr. Zhou says she has prepared all the information for her evaluation and would like to call attention to a yellow link in Goals which links to a document containing all the evidence. She adds that there is a lot more evidence she could share so if there's anything anyone is wondering about they should reach out to her.
    - Paul McMaster asks when evaluations are due back. Chair Berry answers that they should be back by May 10th and an additional meeting will be held on May 15th by Zoom to vote on the final evaluation. She adds that anyone with questions on how to fill out the evaluation can reach out to her for help.

***ACTION ITEM**-b. Vote Final Approval for the BMS 8th grade field trip

- Dr. Zhou asks to take up an action item out of order so Mrs. Borning can leave the meeting.
- Mrs. Borning says about 60% of students are attending the trip to Dc and the students staying back will be participating in Canal Week with educationally based activities that feel more exciting than what they would do on a typical day. She thanks Ms. Mellins for taking the reins planning Canal Week.
- Mrs. Borning says Close Up has been great to work with planning the DC trip and shares the proposed itinerary for students attending.
- Maureen Fuller asks if the students have received background information on some of the monuments they'll be visiting. Mrs. Borning says they have and adds that SPL Bailee Clarke created a social story for students who needed additional preparation in terms of the expectations on the trip. She notes that the trip ties in very well with what they're learning in Civics, especially their meeting with a member of Congress.

Kerrie Scofield motions to approve the Washington DC Field Trip; Seconded by Paul McMaster; Voice vote passes 7-0-0

- Announcements & Correspondence:
    - Dr. Zhou received a letter from the Mass. Department of Transportation to be part of the Cape Cod Bridges Program Advisory Group. She says the first meeting takes place on May 16th and will be the first of many discussing all the changes coming with the building of the new bridges. She adds that the organizer of the group said they took the district's input very seriously and they were top of the list to be invited.

d. SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS

- Curriculum Subcommittee
    - Chair Berry says the Curriculum Subcommittee is meeting on May 10th at 2:30 and will have a presentation about all new curriculum being used at the Middle and High School.
- Policy Subcommittee

- Erin Perry says the Policy Subcommittee has not met since the last SC meeting but they reviewed and voted to recommend for adoption the Secondary Assistant Principal job description at their last meeting.

Erin Perry motions to approve the revised Secondary Assistant Principal job description; Seconded by Maureen Fuller; Voice vote passes 7-0-0

- Budget and Facilities Subcommittee
  - Paul McMaster says they haven't met since the last meeting and that Mr. Geist gave a very full brief of where they are from a budget standpoint.
- SEPAC
  - Kristin Donahue reports that they are continuing to work with the Federation for Children and the few parents who are looking to get more information but are still hesitant to take leadership roles.
- District Diversity, Equity and Inclusion Committee
  - Dr. Starkie says they are meeting on May 15th at 4:30pm at BIS.
- District Technology Committee
  - Chris Oliver says the subcommittee met on April 27th and continued discussing updating the Acceptable Use Policy as well as holding meetings at different buildings each month to try to bring some new people in.
- Additional Subcommittee Updates
  - Maureen Fuller adds that she toured the new building that the Collaborative Middle and High School will be moving to. She says there are still things to do but it is very nice and students will be overwhelmed by its newness after being at the Wing School for so long.

5. DISCUSSION ITEMS

- All items were discussed

6. ACTION ITEMS

c. Vote to approve Warrants and Payroll

Paul McMaster motions to approve Warrants and Payroll; Seconded by Maureen Fuller; Roll call vote passes 7-0-0

d. Vote to approve regular session minutes of: April 5, 2023

Paul McMaster motions to approve regular session minutes for 4/5/23; Seconded by Kerrie Scofield; Voice vote passes 7-0-0

e. Vote to approve donation of COVID test kits

- Kristin Donahue says that a local senior center reached out to donate an overstock of Covid test kits they had.

Paul McMaster motions to approve the donation of Covid test kits; Seconded by Ryan Bagdonas; Voice vote passes 7-0-0

- Dr. Zhou adds that there may be a donation of N-95 masks coming which she may add to the agenda for the May 15th meeting.

7. FUTURE AGENDA ITEMS

a. Superintendent's Evaluation
b. Student Spotlight: Bournedale Elementary
c. Parent Plus Program
d. Wampanoag Tribe Education Department
e. Navigator Awards

- Maureen Fuller asks when they can expect a presentation on benchmarking for the year. Dr. Zhou says they can expect a very detailed document called a SIP Metric which includes information on all the points that can be measured including the benchmarks to be presented no later than the September meeting.

8. ADJOURN-*PAUL McMASTER MOTIONS TO ADJOURN; RYAN BAGDONAS SECONDS; ROLL CALL VOTE PASSES 7-0-0*

Meeting ended at 8:32PM

List of documents and exhibits used (GL c.30A, sect 22(a))

Agenda Item	Document
0	School Committee Agenda

RESPECTFULLY SUBMITTED,

Jessica Moerman
Recording Secretary