Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, September 6, 2023
TIME: 6:30PM Regular Session
PLACE: Bourne High School Media Center, 75 Waterhouse Rd., Bourne, MA

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Emily Berry; Donel Beals; Maureen Fuller; Kendellynn Gagne; Paul McMaster; Kari MacRae; Kerrie Scofield

SCHOOL COMMITTEE MEMBERS ABSENT: Student Representative MacKenzie McMaster

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 6:34 PM.

2. PLEDGE TO THE FLAG

All stand for the Pledge of Allegiance.

3. PUBLIC INPUT

Chair Berry says Public Input will be moved to after the Superintendent's Report as there may be information presented that would be pertinent to Public Input.

4. REPORTS AND PRESENTATIONS

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

- Chair Berry introduces new School Committee Student Advisory Members: Student Representative MacKenzie McMaster, Sophia Sheehy, Anna Conlon, Addison Dion, Claire Koosa, Zoe Noonan, and Mikayla Noonan. She says Student Advisory members will present at the October meeting.
- Presentation/Report: Student Spotlight: ASPL Program and Shea Reilly, MMA Scholarship- Mrs. Borning introduces Shea Reilly who was honored with a scholarship to MMA for her outstanding work during the Summer 2023 ASLP Program. Mrs. Borning says Shea is an outstanding student and person and sets the bar on how to be a middle schooler. Shea says the program was a great opportunity offering a glimpse into what college life is like and talks about her experience. Chair Berry says Shea should be very proud to be selected as the scholarship winner from over 230 students.
- Announcements: Recognition of the Bourne HS 2023 Baseball Champions- Chair Berry introduces Coach Donovan and players Trevor Billard and Griffin Kelly. Coach Donovan says the team had a small roster that fought together, believed in their own talents and always had fun. Mr. Donovan says he is so grateful to work here, to have gone to school here, and to have won here. He thanks everyone who supported the team and credits the players for such an amazing season. Trevor Billard says how appreciative and thankful he is for Coach Donovan who has changed the way he thinks about baseball and helped him become a better person. He says Coach was a huge part of this victory.

Paul McMaster motions to transfer the duties of Chair to the Superintendent to allow reorganization of the School Committee; Seconded by Kerrie Scofield; Voice vote passes 7-0-0

- Reorganization of the School Committee-

Paul McMaster nominates Emily Berry as Chair of the School Committee; Seconded by Kari MacRae; Roll call vote passes 7-0-0

Emily Berry nominates Paul McMaster as Vice Chair of the School Committee; Seconded by Kendellynn Gagne; Roll call vote passes 7-0-0

Emily Berry nominates Kerrie Scofield as Secretary of the School Committee; Seconded by Paul McMaster; Roll call vote passes 7-0-0

- Chair Berry announces new Subcommittees and Liaisons:
  - Policy Subcommittee-Kari Macrae, Donel Beals and Emily Berry
  - Budget and Facilities Subcommittee-Paul McMaster, Maureen Fuller and Kendellynn Gagne
  - Curriculum Subcommittee-Maureen Fuller, Kerrie Scofield and Emily Berry

- Student Advisory and Community Engagement Chair-Emily Berry
- Cape Cod Collaborative Liaison- Maureen Fuller
- SEPAC Liaison-Kendellynn Gagne
- Technology Liaison- Paul McMaster
- DBEI Liaison-Donel Beals
- Rail Trail Committee Representative- Kerrie Scofield
- Town Financial Representatives-Paul McMaster and Kari MacRae

- Announcements: Chair Berry says the next meeting will be September 20th at 6:00PM followed by Executive Session.

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

- Opening of Schools:
  - Dr. Zhou introduces a new communication tool being used by school buildings for weekly newsletters called Smore. She says Smores offers analytics as well as accessibility features including translation.
  - Dr. Zhou says they welcomed many new students and staff this year and introduces new BIS Assistant Principal and Student Services Director, Amanda Kolby, and new BHS Principal, Dr. Lisa Maguire.
  - Dr. Zhou says the district is excited to welcome newcomers from military families, new moves, and students being housed in emergency shelters. She believes there is some misinformation regarding funding for the latter. She explains that the town will not bear any of the burden of the needs for these newcomers and the district is receiving significant funding to make sure it can meet all of the needs and outlines the 3 different sources including Per Pupil, Per Day Per Pupil, and a transportation account. She says colleagues who have experience with temporary emergency shelters have said receiving funding has been seamless. Dr. Zhou gives a shout to teachers who not only opened their classrooms but helped enroll and welcome the students on short notice.
- Personnel Report:
  - Dr. Zhou says there is a Personnel Report in School Committee folders that is still being updated and will be completed by the 20th.
- Handbooks:
  - Bournedale Elementary and Bourne Intermediate Handbook-Liz Carpenito, representing Jane Norton and herself, walks through the elementary handbooks saying they discussed overhauling the handbooks last year and met quarterly to look at them. She says with the help of colleagues from other districts and legal counsel they determined the handbooks were in line with what is out there. She notes that the handbook needs to be a living document holding the policies and guidelines of the schools. She says some of the major changes at the elementary level are around their attendance and tardy policies and bullying protocols. Mrs. Carpenito explains how these expectations are communicated to students and families with Welcome Letters, Family Fast Facts, and in-school assemblies. Chair Berry asks if the BES and BIS Handbooks are the same

and Mrs. Carpenito says they are as families have said they appreciate knowing what to expect when moving from one school to the other.

- Bourne Middle School Handbook-Mrs. Borning says the BMS handbook was overhauled last year and only needed small changes this year specifically to attendance policies and cell phone policy. She says she and Mr. Lundell met with students to review expectations and the student responsibility around those expectations as well presenting to caregivers at Grade 6 Orientation.
- Bourne High School Handbook-Dr. Maguire explains that coming on board on July 1st and jumping right into the handbook is a little different because of the time frame, but she was able to meet with caregivers, faculty and students right away. She says the BHS handbook focuses on aligning with BMS to be sure there is a throughline of expectations while responding to some of the needs and concerns of the High School at the same time. She explains that expectations were communicated in a Welcome Letter, Freshman Orientation, a First Day presentation to teachers and Opening Day presentations to each class.
    - Kari MacRae asks why the grading procedures are not outlined in the handbook and Dr. Maguire says they are included in the Program of Studies and they will look at both documents and make sure the Program of Studies information that should be listed in the handbook makes it there.
    - Maureen Fuller thanks the Administrators for the hardwork that has gone into the handbooks and says she especially likes the presentations they are doing with staff and students. She adds that she still has some issues with some of the generic language used across all of the handbooks, especially around academic integrity, plagiarism and cheating as those issues look very different from a middle/high school level down to an elementary perspective when they're still learning what's acceptable, as well as school socials, teacher-assigned detentions, and student obligations and debt. She says she would also like to see mention of the district's testing procedures such as Galileo, benchmarking, and MCAS, as well as the WIN block. Dr. Starkie says she recognizes what Mrs. Fuller is saying and they can look at the handbooks through that eye when they begin discussions for next year. Chair Berry adds that she appreciates the consistency as students should have the same expectations from their first day through the day they graduate.
    - Paul McMaster asks when a teacher tells a student to remain after school for not adhering to classroom expectations whether that teacher has to stay after school with the student. Dr. Maguire says teachers have the right to assign teacher detentions and that teacher must stay with the student.
- Bourne High School Athletics Handbook and athletics update- Dr. Maguire says changes that were made included reformatting to make the Athletics Handbook look aesthetically more like the High School Handbook, changing some language, and adding the Concussion Protocol. Athletic Director Scott Ashworth reports that there are 192 Fall athletes which includes around 50 7th and 8th graders. He says they were able to run the Cross Country program this year but the Field Hockey team didn't have the players to field a team and are playing in a co-op with

Wareham. He says Girls Ice Hockey will play in a co-op with Sandwich and Carver with Sandwich being the host school. Sandwich is also looking at their numbers for Swim and Sailing and whether there is a possibility of merging teams.

- Maureen Fuller asks, regarding the concussion protocol, who determines the stage of a player if they go down. Mr. Ashworth says it can be a trainer, coach or Athletic Director and the same people can determine when a player can return to play after they have been at least 24 hours symptom free.

- Mr. Ashworth requests approval for a BHS Volleyball team overnight trip to a tournament in Springfield, MA, leaving on October 8th, returning on October 9th. The trip for 12 athletes, 3 coaches and 3 chaperones will be funded by the Volleyball Booster Club.

Paul McMaster motions to approve the Volleyball overnight trip; Seconded by Maureen Fuller; Voice vote passes 7-0-0

Kerrie Scofield motions to approve 4 Handbooks; Seconded by Kendellynn Gagne; Voice vote passes 6-1-0, Maureen Fuller opposes

- Upcoming Events Preview
  - District-wide: Lisa Dix says the 2nd BPS Community Resource Fair will be held on September 27th at 6PM at BHS. Over 40 organizations will have tables.
  - BES-Lisa Dix highlights upcoming events at BES including the Scholastic Book Fair, Back To School Night on 9/21, and Picture Day on 10/2.
  - BIS-Lisa DIx highlights events at BIS including the start of the Champions before and after care program, which has been going well, Back To School Night on 9/7, Scholastic Book Fair, Afterschool Clubs such as K-Kids and the Healthy Action Team. She thanks Maria Allen and Jen Canfield for taking over for Kristin Tarantino as BIS PTA Co-chairs.
  - BMS-Christine Borning highlights events at BMS including the first WIN cycle and benchmark testing starting on 9/11, After School activities starting 9/18, Back To School Night on 9/14, a Unified Bocce team, and 8th Grade field trip to the Kennedy Center.
  - BHS-Lisa Maguire highlights BHS events including last week's Freshman and Transfer Student Orientation, WIN cycle starting on 9/11, Clubs and Activities Fair, Academic and Book Awards on 9/28, Picture Days on 10/2 and 10/3, and College and Career Visits beginning.
- Middle School Field Trip Approvals
  - Mrs. Borning requests approval for Grade 6 overnight field trip to Camp Bournedale. The proposed trip would be 3 nights/4 days from May 7-10th and align to the Grade 6 curriculum with a focus on teambuilding. The cost would be approximately $450 per student with payment plans offered.

Kerrie Scofield motions to approve the Grade 6 Camp Bournedale field trip; Seconded by Paul McMaster; Voice vote passes 7-0-0

- Mrs. Borning requests approval for Grade 8 Washington DC overnight field trip from May 20th-23rd, using student travel company Close-Up as the trip coordinator. The 4 day/3 night program would cost approximately $975-1025 per student.

Kendellynn Gagne motions to approve the Grade 8 Washington DC field trip; Seconded by Paul McMaster; Voice vote passes 7-0-0

- **PUBLIC INPUT**
  - Susan Barrachini, a Bourne resident, shares her concern about the students that have been brought in to town and the impact on the budget, staff, teachers and bus drivers. She says the Selectboard didn't have answers at their meeting last night and she's disappointed that no one from that Board is here tonight seeking facts. The Board of Health did not mention the requirements for these children to attend school including vaccination information and her concern is how our students would be impacted by the spread of something. She is also curious to know the breakdown of grades that the students are spread across and the funding for staff and support. She wants to know what her dear friends in the faculty will have for support and whether it will be short term or long term and whether the relationships built between the staff and support staff will continue or change week to week or month to month. She asks if the funding has already been provided for foreign language speaking professionals. Mrs. Barrachini also applauds the cell phone policy and adds that during her time as PTA President they provided every high school classroom with over the door shoe organizers for students to leave their cell phones and several teachers said it was effective. She says parents can be the worst offenders calling students during school hours. She also wants to ensure that staff is able to be candid about the stress of classroom discipline because the district can't afford to lose good teachers because they're stressed.
  - Chair Berry says that while they typically can't address concerns made during Public Input, they will address the vaccination issue as it may be a concern of many people watching. Dr. Zhou says that there are FAQs on the Department of Education website and she will be pulling from there. She adds that there are many laws and regulations they need to follow including issues of confidentiality especially around children who are homeless. She says there are always ELs across all grades every year and this year is no different there just happens to be some more. She points out that not all students in temporary shelters are ELs just as not all ELs are homeless. She says those students in emergency shelters are under the McKinney-Vento Act where some of the restrictions are taken off and these newcomers must be enrolled as students as soon as they are in the community. She adds that the State has contracted with John Snow Inc. to perform a massive vaccination effort for children and their families residing in emergency shelters. John Snow, Inc. is a public health agency contracted by the state so they will not be taking resources from the town or the school district. Dr. Zhou says many newcomers to Bourne were already vaccinated when they arrived and our school Lead Nurse has been part of the effort to get paperwork organized. She notes that they were able to get coordinated in a short period of time and have hired ESL teachers and translators already. Dr. Zhou hopes that teachers do feel that they can tell them how it's really going. She acknowledges that welcoming new students in any given year is a difficult thing to

prepare for but to also have so many newcomers right before the beginning of school was an added stress and she feels teachers, staff and admin rose to the occasion.

- Teaching and Learning Update
  - Summer Enrichment Recap-Dr. Starkie reports that the Summer Enrichment Program was successful with 5 programs including Kindergarten Readiness, Amazing Wellness, All That Jazz, and Musical Theatre, and a BHS Credit Recovery program.
  - Grant awards- Dr. Starkie reports on recent grant awards including:
    - Investing History Pilot Grant for $8500 which will fund PD for the Investing History curriculum
    - Coordinated Family and Community Engagement Grant award of $362,200 over the next three years to be utilized for expansion and development of Bourne's Early Education Program. Dr. Starkie thanks Maura Dankert for her effort to secure funding and her dedication to growing an important program.
    - $87,400 for the continued implantation of high quality instructional materials in Math, a continuation of a grant received last year that will fund bringing back Math Consultant, Alison Mello and expanding her work from elementary to include Special Ed, Middle and High School teachers.
- Budget and Facilities Update
  - Jordan Geist says it was a busy Summer for the district with a lot of upgrades to the buildings and thanks the custodial staff for working around and with Trane which took a lot of flexibility and coordination.
  - Mr. Geist reports that Transportation remains in the same position as last year with around 17 drivers, 1 fill-in, and 1 potential new hire. He thanks Sue Downing for getting the routes out and parents for signing up for transportation. Mr. Geist anticipates challenges with bridge closures and is meeting with BPD to brainstorm any possible ways BPD can assist with delays. Chair Berry asks if there's anything parents can do to help. Dr. Zhou explains that they are meeting with BPD and are a part of a task force regarding bridge work so they are staying in the know. She says they will just need patience and that Sue Downing and the Principals will do their best to communicate with families. Chair Berry asks if parents are informed if there's a major delay with a bus. Mr. Geist says they do the best they can when they know that information.
- Technology Update
  - Chris Oliver shares that they were awarded a School Safety grant in the amount of $75,253 which will be used to fund fob key systems and secure vestibules at the entryways at BMS and BHS. He says they were also awarded an Emergency Connectivity Funding Grant totalling $368,288 which will be used to purchase 800 Chromebooks. He says the town-funded replacement of the BMS PA and clock system is close to completion. Other projects completed over the summer included a phone system upgrade, ERAD WiFi access point projects at BMS and BHS, a secondary internet connection in case the primary connection goes down. Mr. Oliver says the interactive touch panels from BIS approved at the Spring Town Meeting were

backordered but will be installed on 9/13 and an interactive stock ticker for the BHS Business Lab purchased through an Innovative Pathways Grant is up and running.

- Student Services and Special Education Update
  - Extended School Year Update-Kristin Donahue reports on Summer programming run specifically for Special Education students who qualify for Extended School Year services, including Slide into Learning, tutoring, social skills programming, and the Level Up program. She thanks everyone involved in the programs.

c. SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS

- Curriculum Sub Committee
  - Curriculum Subcommittee will meet on 9/19.
- Policy Sub Committee
  - Policy Subcommittee has not met.
- Budget and Facilities Sub Committee
  - Paul McMaster notes that there is an action item on the agenda to approve 2023-2024 fees but as the new fee information was not provided in SC folders they might want to wait until the next meeting for a vote. Dr. Zhou says that lunch fees are the only ones already in effect so it would make sense to take up a vote on those. Mr. Geist shares the proposed meal fee increases: Breakfast at all schools from $1.50 to $2.00, BMS and BHS Lunch from $3.00 to $3.50, and BES and BIS Lunch from $2.75 to $3.00. These fees are only for the purchase of a second meal as first meals are free through State funding.

Paul McMaster motions to approve the proposed increase to breakfast and lunch fees for 2nd meals; Seconded by Kari MacRae; Voice vote passes 7-0-0

- SEPAC
  - Kristin Donahue says SEPAC will hold a virtual parent information session on 10/6 regarding the new IEP and parents' rights. She adds that they are continuing to recruit interested volunteers, especially for Board members, and will have flyers at all open houses.
- Cape Cod Collaborative
  - Cape Cod Collaborative will meet next week.
- District Diversity, Belonging, Equity and Inclusion Committee
  - DBEI Committee has not met.
- District Technology Committee
  - Technology Committee has not met.

5. ACTION ITEMS

a. 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

b. Vote to approve regular session minutes of: May 15, 2023; June 7, 2023; and, Summer Workshop - July 19, 2023

Paul McMaster motions to approve regular session minutes from 5/15/23, 6/7/23 and 7/19/23 Summer Workshop; Seconded by Maureen Fuller; Voice call vote passes 7-0-0

Maureen Fuller acknowledges the passing of a former BHS student and sends condolences to the family dealing with this tragedy.

6. FUTURE AGENDA ITEMS

a. School Improvement Plans (Sept. 20, 2023)
b. MASC Discussion and vote on delegate packet (October)
c. Student Spotlight on Bourne HS (October)
d. C & I Spotlight on WIN (November)

7. ADJOURN-*KERRIE SCOFIELD MOTIONS TO ADJOURN; KENDELLYNN GAGNE SECONDS; ROLL CALL VOTE PASSES 7-0-0*

Meeting ended at 8:45PM

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