Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, September 11, 2024
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; Kendellynn Gagne; Kathleen Quintal; Kerrie Scofield; Student Representative Addison Dion

SCHOOL COMMITTEE MEMBERS ABSENT: Maureen Fuller; Kari MacRae

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. MOMENT OF SILENCE

Chair Berry holds a moment of silence in honor of September 11th.

4. PUBLIC INPUT

No public comments are made.

5. REPORTS AND PRESENTATIONS

- **CHAIRPERSON'S REPORT,** *Emily Berry, School Committee Chair*
  - Introduction of new School Committee Student Member - Chair Berry introduces Addison Dion as the Student Member of the School Committee for the 24-25 school year.
  - Chair Berry presents the 2024 Canalmen Excellence Award to BMS staff member John Kelsch recognizing his heroism in rescuing a driver from a burning car near his residence. Mr. Kelsch recounts the rescue and Dr. Zhou congratulates him saying no one was surprised to hear Mr. Kelsch acted so heroically.
  - Reorganization of the School Committee:

Kendellynn Gagne motions to appoint Emily Berry as School Committee Chairperson, Donel Beals as Vice-Chair and Kerrie Scofield as Secretary; Seconded by Kathleen Quintal
Dr. Zhou asks member if they would accept the positions if voted in, members say they would accept
Voice vote passes 6-0-0

    - Chair Berry shares new subcommittee assignments for 24-25:
      - Curriculum-Kerrie Scofield, Maureen Fuller, and Kathleen Quintal
      - Policy-Emily Berry, Donel Beals, and Kathleen Quintal
      - Budget & Facilities-Maureen Fuller, Kendellynn Gagne, and Kari MacRae
      - Student Advisory-Emily Berry and Kerrie Scofield
      - Superintendent Advisory Committee on Community Outreach-Kerrie Scofield and Donel Beals
      - Technology Liaison-Kari MacRae
      - SEPAC Liaison-Kerrie Scofield
      - Cape Cod Collaborative-Liaison-Maureen Fuller
      - Bourne Rail Trail Liaison-Kendellynn Gagne
  - School Committee Goal for 2024-2025-Chair Berry shares two School Committee goals for 2024-2025. She says the first goal is to increase community engagement. The second goal focuses on strategic planning for the future of BPS.
  - Correspondence -
    - Blue Star Families Week Proclamation
      - Donel Beals reads the proclamation and Dr. Zhou says the proclamation is a great way to start the school year welcoming our military families.
    - September recognized as Sucide Prevention Month
      - Kerrie Scofield reads the proclamation put forth by the Bourne Selectboard recognizing September as Suicide Prevention Month.

- Mrs. Donahue and Dr. Maguire share some ways BPS is addressing the issue of suicide prevention including guest speakers, counselor trainings, mental health days, and the new chapter of the HOPE Squad, a peer intervention program at BHS.

- **SUPERINTENDENT'S REPORT,** *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*
  - Special topics
    - Opening of School Update-Dr. Zhou says the opening of school was very successful and positive. Addi Dion shares that it's been a good week at the BHS with great student/teacher engagement and she's excited for the year ahead.
    - Enrollment update-Dr. Zhou notes that there are more students enrolled in BPS than there were last year.
    - Introduction of new administrators-Dr. Zhou asks new administrators to introduce themselves including:
      - Stephanie Burns -Elementary Special Education Coordinator
      - Ellen McLaughlin-Bournedale Elementary Assistant Principal
      - Ellen Trott-Bourne Intermediate School Assistant Principal
    - Strategic Planning - Dr. Zhou says the district has contracted with the Teaching and Learning Alliance, an esteemed group of mostly former superintendents, to offer consulting on a new strategic plan. The consulting will include 11 focus groups made up of students, parents and caregivers, community members, BPS staff, administrators, and town officials; multiple surveys; and a steering committee. The goal is to have a plan drafted by April.
    - Dr. Zhou notes that BPS is entering into negotiations with all of their unions and says she's looking forward to working together on the issues and finishing in plenty of time to do budget planning.
  - Teaching and Learning Update
    - Dr. Starkie presents a Summer Enrichment Recap sharing takeaways and suggestions on 3 programs: Kindergarten Readiness, Amazing Me, and Musical Theater.
    - Dr. Starkie recaps the School Year Kick Off PD day. She says the day was full of industry-led and peer-led technology workshops culminating with footnote speaker Pam Garramone, a local motivational speaker. Dr. Starkie acknowledges those who helped make the day so successful including Lisa Dix, Jessee Clements, Chris Oliver, Nik Outchcunis, Deb Bisnette, and the entire custodial staff. She also acknowledges peer presenters Kate Hartley, Kristin Donahue, Taylor Murkland, Kim Ianucci, Bill Dow, Ann-Marie Strode, John Leroy, Terry Donovan, Kristina Ierardi, Kelly Wells, Micheal Smith, Hannah Walsh, Mary Weatherby, and Lisa Dix.
    - Dr. Starkie recognizes BMS for being declared an official 23-24 Special Olympics Massachusetts Unified Champion School and thanks KT Alexander, all unified sports assistant coaches, unified athletes and parents, and BMS administration.
  - Budget and Facilities Update
    - Transportation Update-Jordan Geist thanks Sue Downing for all the hard work it takes to get the routes ready for school. He also thanks all drivers for their dedication getting students to and

from school each day. He says the same number of buses are running this year as last year: 18 for BHS/BMS, 9 for BIS, and 9 for BES.
    - Jordan Geist thanks retiring Food Services Manager Darlene Grealish for her commitment to providing quality meals to students as well as her work with the Backpack Program. He says her replacement Christopher Cushman started on the first day of school.
    - Mr. Geist thanks the maintenance and custodial staff for all their hard work getting buildings ready for students.
- Technology Update
    - Chris Oliver thanks Teresa Vicente for her work with getting PowerSchool student and staff data reported to DESE, as well as Nik Outchcunis and Deb Bisnette for all their hard work behind the scenes. He highlights some projects that took place over the summer including moving from existing copper wires to Verizon fiber optics, setting up and configuring a town-wide radio communication system for district use, meeting with FIre Chief Pelonzi to integrate BFD rescue commanders with the CrisisGo application, working with BPD Chief Esip to secure FirstNet cellular repeaters for dead spots in schools, installing chrome bases in classrooms, repairing about 100 chromebooks, moving and reconfiguring the graphic design studio, renewing technology licenses and subscriptions, completing cybersecurity testing, and migrating the IEP program from ESPED to PowerSchool.
- Student Services and Special Education
    - Kristin Donoahue presents an Extended School Year Update. She says it was a very successful program and thanks Principal Carpeninto, BES custodial staff, Sue Downing and transportation staff, Sam Fasoli, Rebecca Salgado, Kate Hartley, Melissa Cieto, Karen Paulsen and Tara Dalm for contributing to its success.
    - Mrs. Donahue reports that all required DESE reports were filed and all came back 100% compliant including: Indicator 11 (Initial Evaluation Timelines), Indicator 12 (Early Childhood Transition), and Indicator 13: Full Compliance (Secondary Transition)
    - Mrs. Donahue notes that Tiered Focus Monitoring Self Assessment is due 9/20.
- School Improvement Plans SY24-25-Dr. Starkie introduces administrators to present SIPs and notes that they will be presenting this year's plan but school committee members have access to last year's ESY data which will be posted to the public once MCAS scores are unembargoed. Dr. Zhou adds that she is so proud of the plans and that so much thought and work have gone into them.
    - Liz Carpenito, Ellen McLauglin, and Stephanie Burns present the Bournedale Elementary School Improvement Plan.
    - Noelle Colbert and Ellen Trott present the Bourne Intermediate School School Improvement Plan.
    - Christine Borning, Kate Hartley, and Jessee Clements present the Bourne Middle School School Improvement Plan.
    - Lisa Maguire, Kate Hartley, and Jessee Clements present the Bourne High School School Improvement Plan.

- Dr. Zhou notes that this work was built over years and the plans contain so much thoughtful effort by so many people. She explains that the reason 80 percent is seen so often throughout the plans is that as educators they say that if schools are meeting the needs of 80% of students 80% of the time, they are meeting their needs. She adds that although some of these are lofty goals, she believes in the plans and the work they are going to do.
- Chair Berry says that as a parent she is so appreciative that they are looking at every aspect of education and mental health to improve the education and day-to-day life of every student.

Emily Berry motions to approve the Bournedale Elementary, Bourne Intermediate, Bourne Middle and Bourne High Schools' School Improvement Plans for SY24-25; Seconded by Kerrie Scofield; Roll call vote passes 6-0-0

- Announcements & Correspondence:
  - Dr. Zhou shares new ways to view BPS event calendars including in list view (Calendar of Events) and a live district calendar on the website.
    - Upcoming Events Preview
      - Dr. Zhou says the Building Bridges Program is hosting a canal walk for parents & caregivers on Thursday, September 19th at 10 a.m.
  - Dr. Maguire asks for approval for a BHS Volleyball team overnight trip to the IVHF Girls VolleyHall Classic High School Tournament at the International Volleyball Hall of Fame in Springfield, MA on October 13th.

Kendellynn Gagne motions to approve the BHS Volleyball overnight trip to Springfield; Seconded by Kerrie Scofield; Voice vote passes 6-0-0

- **SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS**
  - Curriculum Sub Committee-Kerrie Scofield reports that the subcommittee reviewed a new textbook for BHS yoga classes and recommends approval by the full committee.

Emily Berry motions to approve the instructional yoga book; Seconded by Donel Beals; Voice vote passes 6-0-0

- Policy Sub Committee- Policy subcommittee has not met but will meet before the end of the month to review updated MASC policies,
- Budget and Facilities Sub Committee- Kendellynn Gagne reports that a BMS chiller that stopped working over the summer needs to be replaced and the subcommittee recommends the full committee vote to approve a Fall Town Meeting capital request for chiller. She says they also reviewed the FY24 closeout and $640.91 is owed back to the town and the subcommittee recommends voting to approve returning the full amount to the town. Jordan Geist says the subcommittee also recommends full committee approval of encumbrances and final line item transfers to balance the budget. Mr. Geist recaps

discussion of capital planning and a capital planning database he created which captures every asset in the district. He adds that the subcommittee began reviewing the BPS 5-Year Plan which will need to be voted on at the November meeting as it is due to the Town Administrator on November 15th. Dr. Zhou says they've asked representatives from the town to join them on an ad hoc capital planning committee to help everyone to understand the needs that are going to cost some money in the upcoming years. Mr. Geist says discussion continued on the BMS solar panel removal with the date that they can be removed being moved up to April 30th. The subcommittee also discussed the WWTP repairs and how to move forward with the already approved 2.1 million dollar capital outlay for new rotating biological contactors, as well as recommending the full committee approve a bid for a contract to make smaller repairs in the amount of $119,000.

Kerrie Scofield motions to approve the bid for the contract for WWTP repairs; Seconded by Donel Beals; Voice vote passes 6-0-0

Kerrie Scofield motions to approve capital request for new BMS chiller; Seconded by Kendellynn Gagne; Voice vote passes 6-0-0

Kerrie Scofield motions to approve the FY24 close out including line item transfers, encumbrances, and turn back; Seconded by Donel Beals; Voice vote passes 6-0-0

- Chair Berry takes up a vote skipped over earlier.

Kerrie Scofield motions to proclaim September 21-29th as "Blue Star Welcome Week"; Seconded by Kendellynn Gagne; Voice vote passes 6-0-0

- SEPAC- Kristin Donahue reports that SEPAC met and voted to appoint co-chairs and will vote to approve bylaws at the next meeting. SEPAC will attend all parent open houses to try to elicit more parent participation.
- Cape Cod Collaborative- Cape Cod Collaborative is currently meeting and Maureen Fuller will have an update next month.
- District Diversity, Equity, Inclusion, and Belonging Committee- Dr. Zhou says Jessee Clements has stepped up to chair the committee and they plan to continue the book study but have not yet met.
- Strategic Planning Steering Committee- The new committee will meet for the first time at the end of October.

6. DISCUSSION ITEMS

- Recognition of the Bourne HS 2024 Volleyball Team receiving the AVCA Team Academic Award - Dr. Starkie says the volleyball team is at an away game and will be recognized at next month's meeting.

7. ACTION ITEMS

a. Vote to approve Warrants and Payroll

Kerrie Scofield motions to approve Warrants and Payroll; Seconded by Kendellynn Gagne; Roll call vote passes 5-0-0 (Student Representative Addison Dion not eligible to vote)

b. Vote to approve regular session minutes of: May 1, 2024 and June 5, 2024

Kerrie Scofield motions to approve regular session minutes of May 1, 2024 and June 5, 2024; Seconded by Donel Beals; Voice vote passes 6-0-0

8. FUTURE AGENDA ITEMS

a. MASC Discussion and vote on delegate packet (October)
b. Student Spotlight: TBD
c. Vote to approve FY25 Student Activity accounts
d. Recognition of the Bourne HS 2024 Volleyball Team

9. ADJOURN-*KERRIE SCOFIELD MOTIONS TO ADJOURN; DONEL BEALS SECONDS; ROLL CALL VOTE PASSES 6-0-0*

Meeting ended at 8:40 PM

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