Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: January 8, 2025
TIME: 6:30PM Regular Session
PLACE: Bourne Intermediate School, 70 Trowbridge Road, 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; Chris Oliver, Director of Technology

1. CALL TO ORDER

Chair Emily Berry calls the Regular Session 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.

4. REPORTS AND PRESENTATIONS

Bourne Public Schools

- **CHAIRPERSON'S REPORT,** *Emily Berry, School Committee Chair*
    - Chair Berry has no correspondence to report.
- **STUDENT SPOTLIGHT** - Bourne Intermediate School - Zoe Noonan and Lila Moerman spotlight the BIS Winter Chorus and Band concerts that took place in December. Ms. Noonan says both concerts focused on the theme of students lifting each other up and dancing and singing their way through the year. Ms. Moerman introduced students Luca Gomez-Bagdonas, Kiara Traver, and Aisyn Meades, along with their music teacher Dr. Smith to perform an original piece by Dr. Smith called "Leave the World a Better Place".
- Champions After Care Annual Report - Area Manager of Champions Kaitlin Grant presents an update on the Champions Before and After Care program at BES and BIS. She shares enrollment information as well as curriculum, activities, and photos. BIS Site Supervisor Kristen Hayes introduces students from the Champions program to answer questions and share their experiences with Champions. Ms. Grant shares information about Champions summer program, Champ Camp, to be held this summer at BIS Monday through Friday from 7:30am-5:30pm. She says enrollment is now open for the camp and a Welcome Back from Winter Break Night is taking place on January 10th where they will have staff on hand to help parents navigate enrollment. Kendellynn Gagne asks if the Welcome Back Night is open to everyone and Ms. Grant says it is and they would love people that aren't enrolled in Champions to come check out the program. Dr. Zhou comments that she really likes what the Champions program has become and thanks the elementary principals for welcoming them and thanks Champions for the partnership.
- **SUPERINTENDENT'S REPORT,** *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*
    - Teaching and Learning Update-
        - Bourne High School Program of Studies / Proposed Changes - Dr. Starkie introduces Dr. Maguire and Jessee Clements to present the BHS Program of Studies. Dr. Maguire shares an overview of updates to the program of studies.

Kerrie Scofield motions to add to the agenda a vote to approve the BHS Program of Studies; Seconded by Kendellynn Gagne; Voice vote passes 6-0-0

Kendellynn Gagne motions to accept the BHS Program of Studies as presented; Seconded by Kat Quintal; Voice vote passes 6-0-0

Dr. Maguire adds that since the state voted to step away from MCAS as a competency determination for graduation, they are working on developing their own competency determination measures, particularly for the class of 2025, and they hope to bring the measures to the curriculum subcommittee and full school committee next month and add them to the program of studies once approved. Dr. Starkie acknowledges the team leaders at the high school as well as Kim Iannucci for the tremendous amount of work that goes into the program of studies. She also thanks Dr. Maguire and Jessee Clements for their work.

- District Diversity, Equity, Inclusion, and Belonging Committee - Dr. Stakie asks to take the DEIB committee report out of order. Jessee Clements reports that the next DEIB meeting will be held on January 14th at 3:45 in BIS library. She says they will discuss the importance of Dr. Martin Luther King Day and also how

to garner more student input around DEIB topics. She adds that new committee members are always welcome.

- Proposed 25-26 School Calendar - Dr. Starkie shares the proposed 25-26 school year calendar.

Kerrie Scofield motions to approve the proposed 25-26 School Year Calendar; Seconded by Kat Quintal; Voice vote passes 6-0-0

- Announcements & Correspondence:
  - Events: Calendar of Events; Live district calendar
  - Past and Upcoming Events Report
    - BHS-Dr. Maguire shares events taking place at BHS including: DECA District Competition, Program of Studies NIght, Quarter 2 B2B Rewards and Recognition, Canal Cup, and MTEG Festival performance of "Emma".
      - Dr. Maguire requests final approval of the DECA Overnight Trip on 1/9/2025 to 1/10/2025.

Kendellynn Gagne motions to approve the DECA overnight field trip; Seconded by Kerrie Scofield; Voice vote passes 6-0-0

      - Dr. Maguire requests final approval of final approval of the Woods Hole Overnight Trip on 2/5/2025 to 2/7/2025

Donel Beals motions to approve the Woods Hole overnight field trip; Seconded by Kerrie Scofield; Voice vote passes 6-0-0

    - BMS-Christine Borning reports on events taking place at BMS including: IXL Diagnostic Snapshot completion, Grade 8 Civic Action Project kick off, Grade 6 geologist presentation, Grade 8 course selection presentations and individual meetings, BMS Theater performances of "Frozen Jr.", Grade 7 and 8 Community Yoga Night, Grade 6 one-act play performances and field trip, and Grade 6 Bingo Night.
    - BIS-Dr. Starkie shares BIS events including: Abominable Snowman Literacy fun, Reindeer Games, "Frozen Jr." sneak peek, BIS Math Night, and mid-year benchmarks.
    - BES-Dr. Starkie shares events happening at BES including: Carnival Math NIght, early release day on January 17th, BHS Road to the Canal Cup book reading, Book Nook, and the Great Kindness Challenge.
- Technology Update- Dr. Zhou shares her letter to the school community regarding a worldwide PowerSchool data breach. She reads that the issue was caused by compromised access to a PowerSchool support website, that the PowerSchool support website is operated and managed by PowerSchool not BPS, and BPS student & staff Social Security Numbers were not part of the information accessed as they are not stored in the compromised system. Chris Oliver says he attended a webinar hosted by

PowerSchool and says the good news is the only information that was accessed was directory information which could include names, addresses, phone numbers, and email addresses. He says that by not reporting the breach for over a week PowerSchool is out of compliance with our Student Data Privacy Agreement and a letter from the legal counsel has gone out to them. Mr. Oliver says the BIS door access control system was upgraded due to ongoing component issues, new projector equipment was installed in the auditorium, a new television screen was installed in the BHS cafeteria for menus and announcements, a screen was order for the same setup at BMS, testing of network security is ongoing, and FY26 E-RATE funding application has been filed.

- Budget and Facilities Update-Jordan Geist reports that his office continues with negotiations and calculations to configure the FY26 budget. He says they are right where they should be on the FY25 budget.
- Student Services and Special Education Update- Dr. Starkie reports on behalf of Kristin Donahue and says December was filled with lots of celebrations including honoring Level Up students who participated in courses at Cape Cod Community College. Mrs. Donahue and Kate Hartley presented on implementing elements of the new IEP at the Legal Updates Conference held at Bridgewater State University. She adds that final submissions for the tiered focus monitoring audit will be submitted by the end of the week and they will await further guidance from DESE regarding their site visit scheduled for the week of 1/27. Dr. Starkie continues with Mrs. Donahue's report on SEPAC, saying they capitalized on the idea that people may have financial planning goals as New Year's resolutions and hosted a presentation by Joan McGrath on financial planning specific to special education trusts. The next SEPAC meeting will be held on February 5th at BHS and will focus on planning a Spring event.
- Special topics-
  - Superintendent's Evaluation- Dr. Zhou shares her goals and the rubric the committee will use to evaluate her performance. She notes that by early next week she will provide evidence and will offer personal time to meet with her. Chair Berry explains the process of the evaluation and says that with so many new members the committee should hold a workshop to go over the information together. She will reach out to the committee to set up a time.

- **SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS**
  - Curriculum Sub Committee- Kerrie Scofield says the subcommittee met yesterday and covered the Program of Studies updates presented by Dr. Maguire earlier.
  - Budget and Facilities Sub Committee- Kendellynn Gagne says Mr. Geist's report covered everything they discussed at their meeting.
  - Cape Cod Collaborative- Chair Berry says Maureen Fuller is at a Collaborative meeting this evening and will report next month. She says the annual report is in the drive for anyone that wants to take a look at it.
  - Strategic Planning Steering Committee-The subcommittee will be meeting next week.
  - District Technology Committee-The committee will be meeting on January 14th.
  - District School Wellness Advisory Committee (SWAC)- Jordan Geist says the coach has reached out to set up a preliminary call to talk about logistics and then will set the schedule for the trainings for the remainder of the year.

- Policy Sub Committee-Chair Berry says the committee met and discussed Policy EFD, a school nutrition program charge policy, that required a minor change after a recent food service audit. The subcommittee voted to recommend approval of the updated policy.

Kerrie Scofield motions to approve revised Policy EFD; Seconded by Donel Beals; Voice vote passes 6-0-0

Chair Berry says they also discussed policies related to AI and will review a new policy created by Chris Oliver and run through the administrative team and curriculum and technology subcommittees, at their next meeting. Mr. Oliver adds that because of the way AI works he would also like to incorporate some of the language of the AI policy into the academic integrity and plagiarism policies as well.
The subcommittee also discussed advertising policies due to the amount of flyers asked to be approved. They are working on creating 2 different categories of flyers-flyers related to the town of Bourne, such as PTA and BEF flyers, and unrelated flyers such as national agencies-and creating a policy with parameters for approval.

5. DISCUSSION ITEMS

- Discussion about Special Education Reserve Fund- Dr. Zhou explains that, similar to last year, they have significant unanticipated costs and need approximately $325,000 for tuitions, either because of changes in placements or new placements, and asks the committee to consider approving funding from the Special Education Reserve fund in the amount of $300,000 for use the FY25. She explains that if approved by the school committee it will move to the Selectboard for approval.

Kerrie Scofield motions to request $300,000 in funding from the Special Education Reserve Fund for use in FY25; Seconded by Kendellynn Gagne; Voice vote passes 6-0-0

6. ACTION ITEMS

a. Vote to approve regular session minutes of: October 2, 2024, November 6, 2024, December 4, 2024

Kerrie Scofield motions to regular session minutes of 10/2/24, 11/6/24, and 12/4/24; Seconded by Kendellynn Gagne; Voice vote passes 6-0-0

b. 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)

c. Vote to accept Project Lead the Way (PLTW) grant $10,000 - Dr. Zhou says the $10,000 grant will cover teacher trainings and modules for Computer & Information Systems.

Donel Beals motions to accept the Project Lead the Way grant for $10,000; Seconded by Kerrie Scofield; Voice vote passes 6-0-0

7. FUTURE AGENDA ITEMS

a. Superintendent's Evaluation (Feb.)
b. Recognition - Music & Art Student Accolades (Feb.)
c. Budget Preview & Personnel Report (Feb.)
d. Budget Hearing (Mar.)

8. ADJOURN-*Kendellynn Gagne motions to adjourn regular session and NOT enter into executive session; Seconded by Kerrie Scofield; Roll call vote passes 6-0-0*

Regular Session ended at 8:15 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