Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: February 5, 2025
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; Kari MacRae; Kathleen Quintal; Kerrie Scofield; Student Representative Zoe Noonan

SCHOOL COMMITTEE MEMBERS ABSENT: Student Representative Addison Dion; Maureen Fuller

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 Regular Session meeting to order at 6:30 PM following an MCAS workshop with Kalise Wornam and an Executive Session.

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

- **CHAIRPERSON'S REPORT,** *Emily Berry, School Committee Chair*
    - Chair Berry reports that the school committee met on December 19th via zoom and voted unanimously in favor of ratifying the contracts for all units. She shares a joint statement between the school committee and the BEA and thanks everyone involved in the process.

Kari MacRae motions to approve the Bourne Educators Association 'Teachers' contract as written; Seconded by Kat Quintal; Roll call vote passes 6-0-0 (Student Representative not eligible to vote)

Kerrie Scofield motions to approve the Bourne Educators Association Administrative Assistants contract as written; Seconded by Donel Beals; Roll call vote passes 6-0-0 (Student Representative not eligible to vote)

Kendellynn Gagne motions to approve the AFSCME Council #93, Local 30 contract as written; Seconded by Donel Beals; Roll call vote passes 6-0-0 (Student Representative not eligible to vote)

Kari MacRae motions to approve the Bourne Educators Association Education Support Personnel contract as written; Seconded by Kendellynn Gagne; Roll call vote passes 6-0-0 (Student Representative not eligible to vote)

- **STUDENT SPOTLIGHT -** Bourne Middle School Spotlight - Mikayla Noonan and Lola Lumley present the Bourne Middle School spotlight highlighting the BMS Drama Club production of "Frozen Jr." that took place on January 10th, 11th, and 12th with a cast of 6th, 7th, and 8th grade students. Seventh grader Penny Chaprales, who played Anna, shares her experience with the production.
- **SUPERINTENDENT'S REPORT,** *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*
    - Special Topics including:
        - Personnel Update - Dr. Zhou shares a personnel report showing new hires, current openings, and retirement and resignations.
        - Budget Preview FY2026 - Dr. Zhou shares the FY2026 budget preview including assumptions (current enrollment, governor's budget, negotiated CBAs, and offsets) and unknowns (unanticipated expenses, school choice tuition, circuit breaker, and military mitigation, and additional grant funding). She notes that the budget is somewhat level-serviced because although there are proposed staff reductions this is considered as right sizing and students will still be receiving the same service. She walks through district strategy and SIPS connections, as well as reallocations, and budget timelines for the draft budget of $27,772,498, a 4.2% increase to the current budget.
            - Kari MacRae asks if class sizes will increase with the reduction of 8 to 6 homerooms in 6th and 7th grades. Dr. Zhou says the total enrollment of those grades is much lower so

the class sizes will not increase much. Mrs. Borning says they are trending towards about 18 students per class as opposed to approximately 14 this year.

- Kerrie Scofield asks how the change will affect the team structure of the 6th and 7th grades. Dr. Zhou explains that students will still be placed on teams of 4 teachers so there will be 4 teachers that will teach both 6th and 7th grade units of their subjects.
- Chair Berry adds that the budget hearing will be added to their workshop scheduled for February 26th in order for the budget to be approved in time for the presentation to the selectboard at their March 4th meeting.

- Announcements & Correspondence:
  - Teaching and Learning Update
    - Proposed Competency Determination Class of 2025- Dr. Maguire and Jessee Clements present the proposed competency determination for graduation for the class of 2025. Dr. Maguire explains that since the November election did away with MCAS as the competency determination they consulted with DESE guidance and other districts across the state to come up with an alternative measure of competency. She adds that this is a one-year determination as they feel DESE will release further guidance as they gauge how this year works.

Kerrie Scofield motions to approve the Proposed Competency Determination Class of 2025; Seconded by Kendellynn Gagne; Roll call vote passes 7-0-0

    - DECA State & National Field Trip - Dr. Maguire asks for final approval of the DECA state and national competition overnight trips. The state competition trip to Boston takes place from February 27th to March 1st, and the national competition trip to Orlando takes place in April. She says 23 students will be attending the state competition, and the number attending the national competition is still to be determined.

Emily Berry motions to approve the DECA State & National competition overnight field trips ; Seconded by Kerrie Scofield; Roll Call vote passes 7-0-0

    - Adoption of UFLI Phonics grades K-5-Dr. Starkie shares a presentation on the University of Florida Literacy Institute Phonics Program the district is looking to adopt for grades K-5. She points out that this program was selected by the teachers and recognizes literacy committee members Lisa DIx, Tammy Kelley, and Danielle MacKinnon who were instrumental in piloting the program. Kat Quintal adds that a feature she really liked is the ability to reach out directly to the developer with any questions and get an immediate response through Facebook.

Kerrie Scofield motions to approve the adoption of UFLI Phonics for grades K-5 ; Seconded by Kendellynn Gagne; Voice vote passes 7-0-0

  - Events: Calendar of Events; Live district calendar
  - Upcoming and Past Events Report

- BHS-Dr. Maguire shares events happening at BHS including: Canal Cup, Poetry Out Loud competition, METG public performance of "Emma", DECA state competition, and Woods Hole science field trip.
- BMS-Christine Borning highlights BMS events including: BMS Drama Club's production of "Frozen Jr.", Quarter 2 report cards, Honor roll and B2B Celebration, National Read Aloud Day, 6th grade theater field trip to Boston, BHS Senior Internship presentation to 7th grade, 8th grade Civic Action projects, Nature Classroom Bingo Night fundraiser, National School Counselor Day, and Kindness Month Kickoff.
- BIS-Noelle Colbert highlights events happening at BIS including: "Frozen Jr." sneak peek, National School Counselor Day, National Read Aloud Day Mystery Reader, math and literacy benchmarks, National Kindness Month events, 101st Day of School, and parent-teacher conferences.
- BES-Dr. Starkie shares events taking place at BES including: Grade 2 Coast Guard presentations, National School Counselors Day, 100th Day of School celebrations, Shamrock's birthday, parent-teacher conferences, Book Nook, Family Literacy Night, and Read Across America Day.

- Budget and Facilities Update
  - Jordan Geist reports that he has received possible timelines for the Jackson Field bleacher project and has a meeting tomorrow to review and discuss each timeline. He says the BMS chiller project will be going out to bid in the next couple of weeks and the BMS roof project will qualify for this round of the MSBA based on a change they made to the threshold of years before eligibility (from 25 years to 20 years). Mr. Geist asks the school committee to authorize the Superintendent to submit the SOI to MSBA, the first step in expressing interest in applying for a project through the MSBA (replacing the BMS roof)

Emily Berry motions to authorize the Superintendent of Schools to submit the SOI to MSBA; Seconded by Kerrie Scofield; Roll call vote passes 6-0-0 (Student Representative Zoe Noonan not eligible to vote)

- Mr. Geist says that due to the food service audit they need to increase the price of an adult school lunch to $5.50.

Kerrie Scofield motions to increase the adult school lunch price to $5.50; Seconded by Kendellynn Gagne; Voice vote passes 7-0-0

- Technology Update-Chris Oliver reports that they continue to work on network security measures across the district with improvements including tightening anti-virus protection and forcing password resets with complexity. He says they are also working with PowerSchool to improve security posture with student information, revising online enrollment forms and returning student forms to streamline redundant information, piloting new software for teachers to help them manage and interact with students on their chromebooks in class, and looking at the fleet of copiers with leases coming up.
- Student Services and Special Education Update-Kristin Donahue reports that DESE was onsite the week of January 27th conducting student file reviews, special ed procedure compliance checks, and interviewing staff. She thanks the central office team, principals, Kate Hartley, Stephanie Burns, and

special ed secretaries who did an amazon job organizing and supporting the DESE team throughout the process. She says there will be some issues to address but the team did comment how evident it was that Bourne truly cares about its students and there is a lot to be proud of. Mrs. Donohue says a professional development session on augmentative communication was a positive experience with a great collaborative learning community that included parents and community providers. She adds that she recently participated in a regional McKinney-Vento information session with state liaison Shirley Chan to review new guidance and procedures. Dr. Starkie says that the Tiered-Focus Monitoring has been a huge endeavor and Kristin Donahue deserves a round of applause for all her hard work.

- **SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS**
  - Curriculum Sub Committee-Kat Quintal says everything they discussed at their meeting has been covered.
  - Policy Sub Committee-Chair Berry reports that the Policy Sub Committee met on January 30th and discussed policies that needed revision after the food services audit. Policy EFE, regarding civil rights complaints, was revised to add a link to the procedure for complaints.

. ***Kerrie Scofield motions to approve revised policy EFE; Seconded by Kendellynn Gagne; Voice vote passes 7-0-0***

Policy JI, regarding students rights and responsibilities, was revised to add item #6 regarding students' right to request a modified meal.

Kerrie Scofield motions to approve revised policy JI; Seconded by Kendellynn Gagne; Voice vote passes 7-0-0

Chair Berry says they also discussed several policies regarding AI and academic integrity put forth by the technology committee. She thanks Chris Oliver and the tech committee for all their work updating existing policies as well as creating new policies. Policy IJNDB regarding the use of technology in instruction was revised to include the language "including artificial intelligence".

Kerrie Scofield motions to amend policy IJNDB; Seconded by Kendellynn Gagne; Voice vote passes 7-0-0

Policy IME-E2, the digital use form for middle and high school, was revised to include students' responsibility for using artificial intelligence ethically to avoid issues of academic honesty and plagiarism.

Kerrie Scofield motions to amend policy IME-E2; Seconded by Kendellynn Gagne; Voice vote passes 7-0-0

Chair Berry shares new Policy IJMDD-Use of Artificial Intelligence in K-12 Education. She says that since it's a new policy a draft went out to all staff members to review as well.

Kerrie Scofield motions to adopt new policy IJMDD; Seconded by Donel Beals; Voice vote passes 7-0-0

- Budget and Facilities Subcommittee- Kendellynn Gagne commends Jordan Geist on his hard work on the budget.
- SEPAC- Kristin Dnoahue says SEPAC is working with Best Buddies at the elementary schools and high school and they will be meeting soon to see if it's possible to have a chapter at each school. She says they are also working on a session for May where they would focus on assistive communication devices in recognition of National Speech and Hearing Month, and planning activities to promote World Down Syndrome Day on March 21st.
- Cape Cod Collaborative- nothing new to report
- Strategic Planning Steering Committee- Kendellynn Gagne reports that the subcommittee had their third of five meetings and continued to work on finalizing the mission statement and core values as well as developing initiatives for the four focus areas, and prioritizing the initiatives.
- District Diversity, Equity, Inclusion, and Belonging Committee-Dr. Starkie acknowledges the librarians across the district who are recognizing Black History Month with displays and reading activities for students. She says the DEIB committee will be meeting with student groups at each school in the interest of students putting together a DEIB Celebration Week.
- Technology Committee-Chris Oliver says the committee met January 14th and discussed software issues that come up across different grade levels, AI policies, and took part in a zoom presentation by a Google curriculum specialist.
- District School Wellness Advisory Committee (SWAC)-Jordan Geist says the SWAC held their first meeting with their coach from the John Stalker Institute and went through the goals of the program that will ultimately lead to a revised wellness policy for the district.

5. DISCUSSION ITEMS

n/a

6. ACTION ITEMS

a. Vote to accept Early College Grant with MMA $50,000 - Dr. Starkie says this grant will largely cover the planning phases of an early college program between BHS and Mass Maritime Academy.

Kerrie Scofield motions to accept the Early College Grant with MMA for $50,000; Seconded by Kat Quintal; Voice vote passes 7-0-0

b. Vote to approve Warrants and Payroll- no warrants and payroll to approve due to Town of Bourne IT issues

c. Vote to approve regular session minutes of: January 8, 2025

Kerrie Scofield motions to approve regular session minutes of 1/8/25; Seconded by Kat Quintal; Roll call vote passes 7-0-0

7. FUTURE AGENDA ITEMS

a. Recognition - Music & Art Student Accolades (Mar.)
b. Budget Hearing (February 26)
c. International Field Trip (Mar./April)
d. Superintendent's Evaluation (April)
e. Strategic Plan (April/May)

8. ADJOURN-*Kerrie Scofield motions to adjourn; Seconded by Kendellynn Gagne; Roll call vote passes 7-0-0*

Regular Session ended at 8:25 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