Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Community Forum & Regular Meeting Minutes

DATE: September 3, 2025
TIME: 6:00PM Community Forum/Regular Session
PLACE: Bourne High School Auditorium, 75 Waterhouse Rd., Bourne, MA

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Rachel Agrillo; Chair Donel Beals; Kendellynn Gagne; Maria Heaney; Kari MacRae; Kathleen Quintal; Kerrie Scofield; Student Advisory Representative Zoe Noonan

SCHOOL COMMITTEE MEMBERS ABSENT:

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

1. CALL TO ORDER

Chair Donel Beals calls the meeting to order at 6:30 PM.

2. PLEDGE TO THE FLAG

Chair Beals leads the Pledge of Allegiance and shares the new BPS Mission and Vision Statements: T*ogether with staff, families, and the community, we empower all students to thrive within a culture of academic excellence in a creative and innovative environment where everyone is safe, valued, and respected* and: *Inspired to learn, empowered to explore, and prepared to act.*

3. STUDENT ACCOLADES

- Chair Beals says the Bourne High School girls' volleyball team has been recognized by the American Volleyball Coaches Association with the 2025 AVCA Team Academic Award for the second year in a row and represents the

top 20% of GPA's nationally by their division. Dr. Maguire awards certificates to the student-athletes: Arianna McCarthy, Carley May, Lily Russell, Michaela Muldoon, Avery Morrell, Hannah Petrillo, Nola Timo, Juliet Kelly, Reese Williams, Madelyn Rossignol and Sofia Halunen and thanks coaches David Moore, Kara Russell, Nealyn Dunlop, and Cassie Lee.

- Chair Beals shares that 16 students earned academic awards from the College Board National Recognition Program. Dr. Maguire says in order to receive recognition students had to meet the following criteria: take at least one College Board exam, earn a cumulative GPA of B+ or higher, at least a 3.3%, by the time of submission, and be one of the top 10% of test takers in their high school, be among first-generation college students in their state or rural small town students in their state, or earn a 3 or higher on two or more of their AP exams. She presents certificate to award recipients Thomas Dean, Caden Doherty, Sean Kelley, Mikayla Noonan, Kaylee Abbott, Ethan Fox, Dhyan Patel, Melanie Luecke, Lily Russell, Sean Collins, Zoe Noonan and Madelyn Rossignol; and juniors Malachi Coelho, Bryce Young, Mia Kenney and Arianna Traver. Ms. Kenney was also a recipient of the First-Generation Recognition Award. She also recognizes the teachers who have worked with them through last year in AP classes: Heather Hogue, Terry Donovan, Liza Bar, Bill Dow, Aimee Jarominski, and Elizabeth Sylvia.

4. COMMUNITY FORUM

- Community Forum Re: Strategic Plan # 4 NESDEC Report
    - Dr. Zhou shares the Presentation/Information on action item progress. She notes that the Community Forum will mostly focus on two areas of the BPS Strategic Plan: Communication (#3 a and b of the plan) and NESDEC Report (#4 a of the plan) and goes on to highlight the background, timeline, community input, enrollment trends, current facility use, and possible shifts to balance building use. She explains that Bourne's enrollment is stable but shifting and the priorities are to plan for modest growth, expand Pre-K access, balance facility use, and prepare for new housing-driven enrollment increases. She notes that decisions will be shaped by community input and guided by fiscal responsibility. Dr. Zhou notes that no changes will be made this school year. Next steps include a discussion with public input hosted by the School Committee on October 1, 2025, additional focus groups, staff and student surveys, and draft plans to be developed throughout October and November, with final recommendations expected by December to inform the 2026 budget cycle.
    - Community input
        - Chair Beals again encourages people to take time to go over the presentation and reach out to school committee members with any questions.
        - Margaret Song, of Pocasset, asks if the district has done a survey with people who have chosen to leave the district. Dr. Zhou notes that typically they are unable to answer questions during Public Comment but answers the question saying they have done some surveys with 8th graders and have reached out to talk to people but haven't done a complete survey for every student that has gone somewhere else. Ms. Song asks if there will be an opportunity for more discussions or will it always be presentations and surveys. Dr. Zhou says it depends on what the

school committee would like but if they would like more discussions they could absolutely do that.

- Sarah Nathe, of Sagamore Beach, expresses concern about moving 7th graders to the high school, citing research on the negative impact of age-inappropriate schooling. Mrs. Nathe also asks about BIS's ability to accommodate pre-K students immediately. Dr. Zhou says BIS is not able to accommodate pre-K without renovations. Chair Beals asks Mrs. Nathe to share the studies she is referring to regarding the effects of age-inappropriate schools. Dr. Zhou adds that if any of these moves happen they really want to do it right and will be sure to take all aspects into consideration.
- Anne Marie Siroonian, of Monument Beach, says the School Committee should be very vocal about the motivating factors behind the decision to hire a consultant and consider reconfigurations. She emphasizes the importance of the public having a full understanding of how you got here. Dr. Zhou answers by going back to the presentation and highlighting shifting enrollment trends, growing pre-K demand, high school retention challenges, and interest in more engaging grade configurations and peer connections.
- Peter Meier, of Buzzards Bay, says that any recommendations or actions taken will have financial implications, requiring buy-in from the select board, finance committee, and Capitol Outlay Committee. He says the school committee should proactively engage with these groups and the community to ensure support for any funding proposals. Chair Beals says that is precisely why they started this strategic planning with so many stakeholders and the ultimate goal is to do right by students and teachers.
- Sarah Nathe, of Sagamore Beach, addresses retention saying that retention rates between Sandwich and Bourne high schools are similar, with Sandwich at 68% and Bourne at 73%. She suggests that students decide where to attend high school earlier than 8th grade, and proposes alternative methods to attract even younger students to the school. Chair Beals says the district has done a great job in the last few years talking with the younger students about what it means to be Canalman. Dr. Zhou says they can always do more but have also received feedback from students that sometimes feel that they are trying too hard.
- Kerrie Scofield says she has a lot to think about after hearing what everyone had to say.
- Maria Heaney says she appreciates the mention of research so they can search for it themselves and share it. She says that in conversations about any changes they ask what are the positives and negatives, how can we anticipate and avoid potential issues, and that parental and community feedback is crucial for making the best decision.
- Kari MacRae emphasizes that holding additional discussion is important as people need to be heard and the back and forth goes a long way.
- Chair Beals closes the Community Forum portion of the meeting.

5. REPORTS AND PRESENTATIONS

- **CHAIRPERSON'S REPORT,** *Donel Beals, School Committee Chair*

- Correspondence - MASC Delegate Form -Chair Beals says that the school committee's nominee for voting delegate for the MASC annual business meeting is due by Monday, October 20, 2025.

Kerrie Scofield nominates Kari MacRae as the MASC delegate; Seconded by Kathleen Quintal; Voice vote passes 8-0-0

- **STUDENT ADVISORY AND REPORT STUDENT SPOTLIGHT**
  - Zoe Noonan shares a brief beginning of school presentation. She says BHS welcomed incoming freshmen and transfer students with orientation led by student leaders and teachers, ending with ice cream for the students. The school has implemented a new 8-day block schedule, which includes a morning wind period, a long block, consistent end-of-day blocks for seniors, and a double senior internship block, creating more elective opportunities. A new cell phone policy has been introduced, requiring phones to be off during the day. Looking ahead, clubs and activities are restarting, homecoming planning is underway, sports seasons have begun, and parent-teacher conferences are scheduled for October.
- **SUPERINTENDENT'S REPORT,** *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*
  - Special topics including:
    - Opening of the School year- Dr. Zhou says it has been an amazing start of the school year, noting joyful first days for students—including pre-K orientation—and positive energy among teachers. She praises the efforts of custodians, transportation staff, and administrative assistants for creating a welcoming and successful opening
    - Teaching and Learning Update, *Christine Borning, Assistant Superintendent*
      - Mrs. Borning says the district welcomed new teachers on August 19–20 with a two-day orientation led by the mentoring committee, including a popular tour of Bourne and the villages by Tina Canterbury. She says the school year opened with a positive, Professional Development (PD) Day themed "Inspired to Learn Every Student Every Day," offering over 20 workshops, including sessions on AI in education. She acknowledges BPS staff members Andy Mather, Keri Boisclair, and Nicole Tanguay, Kellie Wells, Taylor Murkland, Ann-Marie Strode, Kim Iannucci, Lisa Dix, and Chris Oliver for courageously presenting workshops, contributing to colleagues' growth. Mrs. Borning thanks organizers Lisa Dix and Jessee Clements. She adds that the district is forming an instructional council for ongoing professional learning, and administrators engaged in targeted PD on supervision and evaluation. She notes that the start of the year emphasized community building, engaging learning, and a strong, positive tone across all buildings.
      - Mrs. Borning offers a DEIB Committee update on behalf of Jessee Clements, saying the committee is seeking new members and if anyone within the district or outside community members is interested please reach out to Jessee Clements.
    - Budget and Facilities Update, Jordan Geist, *Director of Business Services*
      - Jordan Geist thanks custodial and maintenance staff for preparing the buildings over the summer, and recognizes Sue Downing and parents for helping finalize bus routes. He says facility updates include installing a new middle school chiller, removing the middle

school solar system, updating flooring in the auditorium, guidance suite, and athletic suite, and reconditioning public bathrooms outside the gym.

- Technology Update, *Chris Oliver, Director of Technology*
  - Chris Oliver reports the technology department had a productive summer, highlighted by hiring Digital Integration Specialist John Troy, who assisted staff and helped distribute Chromebooks. He says major upgrades included replacing the Bourne Middle School computer lab, creating a state-of-the-art, grant-funded cyber lab at the high school, upgrading security cameras, updating classroom computers, installing a cloud-replicating backup server, and improving email filters. He adds that half of the copy fleet was replaced, and routine summer tech cleanouts were completed. Mr. Oliver thanks Ted Buckley for getting 2 new AC units installed in server rooms to protect equipment.
- Student Services and Special Education Update, Kristin Donahue, *Director of Special Education and Student Services*
  - Kristin Donahue reports that the extended school year program served about 65 students and was very successful. She thanks Sue Downing for coordinating transportation and community experiences, teachers and educational staff for enriching instruction, Principal Carpenito and Dr. Maguire for providing school spaces, and Susan Grinsell for administrative support. She also recognizes Assistant Director Kate Hartley, administrative assistant Tara Damo, and the entire team for making the program successful.
- Announcements & Correspondence:
  - Events: Live district calendar Past and Upcoming Events Report
    - BES-Ms. Carpenito shares events taking place at BES including: BES Welcome Night, Kind Words, Strong Hearts Super Friends school-year theme, One School, One Book kick off, picture day, Scholastic Book Fair, Back To School Night, and Blue Star Family Week
    - BIS-Mrs. Colbert highlights BMS events including: Welcome Back Night, introduction of Zones of Regulation socio-emotional curriculum, new school store, fall benchmark testing, Back To School Night and Fall Book Fair, and PTA Fun Run Boosterthon
    - BMS-Mrs. Sleboda highlights BMS events including: new student orientation, Back To School NIght, clubs and activities beginning, Annie Jr. auditions, and benchmark testing
    - BHS-Dr. Maguire shares events happening at BHS including: new no cell phone policy, MMA early college pilot program, afterschool homework sessions, NHS induction, parent teacher conferences, DECA school store, and TMobile Friday Night LIghts contest
    - District-wide-Dr. Zhou shares district-wide events including: National Night Out

- Dr. Zhou explains that the school committee does not have to vote to accept the TMobile Friday NIght LIghts grant of $5000 since according to Policy J, unless there is advertising involved, she has the authority to accept grants.
- Athletic Director KT Alexander requests permission for the volleyball team to attend the Volleyball Classic at American International College in Springfield, staying at the Tru Hotel in Chicopee with transportation provided by cori-ed parents. She says the trip, funded by the Spike Club, will include 12 student-athletes (grades 10–12) and the coaching staff. The event offers team bonding, skill development, exposure to a college campus, and preparation for pursuing another state championship.

Kerrie Scofield motions to the BHS volleyball overnight trip to Springfield; Seconded by Kari MacRae; Voice vote passes 8-0-0

- **SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS**
  - Curriculum Subcommittee- Subcommittee will meet next week.
  - Policy Subcommittee- Subcommittee will meet on the 23rd.
  - Budget and Facilities Subcommittee- Kendellynn Gagne says the subcommittee met on Friday and has some action items to be taken up for full school committee votes. Jordan Geist explains the first vote is to request $500,000 to fund a schematic design of the middle school roofs, contingent on the Massachusetts School Building Authority (MSBA) voting at the end of October to include the town in its competitive accelerated repair program. He says that, if accepted, the town must secure schematic design funding within 90 days, with potential reimbursement of about 46% or higher. Chair Beals asks whether references are checked for roofing contractors. Mr. Geist explains that all work follows a strict public procurement and bidding process, and with MSBA projects, design professionals and project managers are pre-assigned through prior procurement. He says that all contractors are vetted, and warranties are typically one year from completion for general work and 15–25 years for roofs, depending on the manufacturer. Dr. Zhou adds that all subcontractors undergo CORI and background checks, as schools require higher-level clearance. Maria Heaney asks whether the $500,000 for schematic design covers roof work. Mr Geist answers that it only funds the engineering design, not construction and says the design is necessary to create uniform bid documents and to provide a reliable cost estimate. Mrs. Heaney asks whether the $500,000 schematic design fee includes a warranty or liability. Mr. Geist explains that design work generally does not come with a warranty in MSBA projects but weekly construction meetings involving the architect, general contractor, and project manager, where design issues are discussed, happen before and during construction. Mrs. Heaney expresses concern saying just because something's on a blueprint doesn't necessarily mean it's correct so there could be design elements that the contractor is not necessarily liable for and even though no one's offered a warranty, it doesn't mean we shouldn't ask. Dr. Zhou adds that the MSBA is a Massachusetts program that helps towns fund major building projects, such as the needed middle school roof and with 96 applications under review, acceptance is not guaranteed, but participation could significantly reduce costs for taxpayers. She notes that to remain eligible, the town must follow MSBA's rules and use specific vote

language; otherwise, it risks being removed from consideration. Kathleen Quintal asks what is the reason for not using the original design. Dr. Zhou explains that "design" involves more than blueprints—it includes inspections, updating for current materials, and producing accurate cost estimates and that MSBA requires this due diligence before awarding funds. She says the $500,000 request is carefully calculated to cover design costs and is contingent on MSBA inviting the town to participate, ensuring the funds are only used if the town is accepted. SHe adds that the process follows strict timelines and requires specific language to protect the town from financial risk, with additional votes required for full project funding. Kari MacRae asks whether the design could be bid out to cost less than $500,000. Mr. Geist explains that a new design is required because the roof is 25 years old and materials have changed, and MSBA rules mandate an updated design. He says the $500,000 represents about 15% of the anticipated project cost, which is higher than typical design budgets (10–12%), to be conservative and ensure sufficient funding, although the actual design may cost less.

Kerrie Scofield motions to request $500,000 for the schematic design of the middle school roofs contingent upon the MSBA's Board of Directors voting to invite the town to participate in the accelerated repair program; Seconded by Kari MacRae; Voice vote passes 8-0-0

Jordan Geist walks through the short turn around bid process for replacing the Jackson Field bleachers, a $400,000 project approved at town meeting. He says that 5 bids were received, and after extensive vetting including reference checks, the consultant Gale Inc., recommended Collins Construction as the lowest responsible bidder. He explained that the project had previously been bid but came in over budget and was tabled until now. Dr. Zhou adds that the new bleachers will be ADA-compliant and ready by next football season. Mr Geist says that although graduation will happen on Jackson Field, the bleachers might not be able to be used and it may look like a construction zone back there. He asks the committee to vote to award the contract to Collins Construction to move the project forward.

Kerrie Scofield motions to award the contract for bleachers at Jackson Field to Collins Construction; Seconded by Kari MacRae; Voice vote passes 8-0-0

Jordan Geist explains that the school district initially requested $2.1 million to replace the rotating biological contactors (RBCs) at the wastewater treatment plant, which help break down waste but due to COVID and other factors, the project was delayed. He says a consultant was hired to evaluate more cost-effective options, and they determined that repairing the RBC media, adding covers to control humidity, and replacing the effluent recycling box could extend the plant's life by 25 years. He says the recommended approach would cost $475,000, including design, bidding, and construction oversight, and is seen as a more feasible and cost-effective alternative to the earlier $2.1 million plan.

Bourne Public Schools

Kerrie Scofield motions to request $475,000 for upgrades to the WWTP to include replacement of the RBC media, to furnish and install RBC covers, to replace the effluent cycle, as well as associated costs, including design, bid, and construction oversight; Seconded by Kari MacRae; Voice vote passes 8-0-0

Jordan Geist says that in talking to KT Alexander and Sue Downing, the district went out to bid for athletic transportation to supplement the Collaborative that handles all other transportation and regular afterschool and sports trips. He explains that bids came in over $200,000 which is much higher than typical rates. Mr. Geist's recommendation is not to award the company full responsibility, but to use them “a la carte” only when the Collaborative cannot provide a driver—for example, if someone calls in sick-- and costs would then be based on mileage and hourly rates.

Kerrie Scofield motions that the bid entitled School Bus Athletic Transportation, dated August 13th, 2025, and opened on September 3rd, 2025 to be awarded to Lucini Bus Lines of Bridgewater, Mass. for FY 2026-2028 (3 years) at the rates so specified in their bid and a total cost not to exceed $618,189 for those athletic trips required (inclusive of the performance bond) on the basis of their being the lowest responsible and responsive bidder and in the best public interest.; Seconded by Kari MacRae; Voice vote passes 8-0-0

Jordan Geist walks through the budget close out and turn back to the town. He says the FY25 budget, including a $300,000 SPED reserve transfer and $14,930.25 in FY24 encumbrances, totaled $26,967,467.25 and after expenditures of $26,513,785.45 and FY25 encumbrances of $453,559.71, the school district returned $122.09 to the town. He recommends that the school committee carry over $453,559.71 in encumbrances to FY26. Mr Geist explains the term encumbrance, saying an encumbrance is a commitment of funds for bills that were incurred in a prior year but not paid before year-end. He says the money is held and carried over to the next fiscal year to ensure the payment is made.

Kerrie Scofield motions to carry over the encumbrances in the amount of $453,599.71. into FY 2026; Seconded by Kari MacRae; Voice vote passes 8-0-0

Kerrie Scofield motions that the final close out balance for FY 2025 amount of $122.09 be returned to the Town of Bourne General Fund; Seconded by Kari MacRae; Voice vote passes 8-0-0

Jordan Geist requests that the school committee approve increasing the adult meal price to $5.50

Kerrie Scofield motions to approve increasing the price of adult meals to $5.50; Seconded by Kari MacRae; Voice vote passes 8-0-0

- SEPAC- Kristin Donahue says they have not met yet and the committee has moved to meet quarterly.
- Cape Cod Collaborative- Kari MacRae says the Collaborative has not met yet.

- District Diversity, Equity, Inclusion, and Belonging Committee- Mrs. Borning reported during her teaching and learning update.
- District Technology Committee- Chris Oliver says the Technology Committee has not met yet.
- District School Wellness Advisory Committee (SWAC)- Jordan Geist says the committee has to meet 4 times a year and they're waiting for the round two coach to set those dates.

6. DISCUSSION ITEMS

- n/a

7. ACTION ITEMS

- Vote to approve Warrants and Payroll-no vote taken
- Vote to approve regular session minutes of: May 7, 2025-no vote taken
- Vote to approve Student Handbooks-Mrs. Borning walks through updates to Student Handbooks including revised school committee and staff listings, updated mission, vision, and core values, a new graphic, replacing Dr. Starkey name with Mrs. Borning, adding credit recovery language outlining policies for students making up credits, updating competency determination language to align with passing designated coursework (math, English, biology), and revising BHS cell phone policy to "off and away for the day," aligning with middle school practice. She says that overall, updates were mainly administrative, policy clarifications, and alignment across buildings.

Kerrie Scofield motions to approve the Bourne High School Student and Caregiver Handbook for the 2025-2026 school year; Seconded by Kari MacRae; Voice vote passes 8-0-0

8. FUTURE AGENDA ITEMS

a. School Improvement Plans - October
b. Continued discussion about facilities use planning
c. MASC Delegate and Resolutions

9. ADJOURN-*Kerrie Scofield motions to adjourn regular session and enter into executive session without returning to regular session; Seconded by Kari MacRae; Voice vote passes 8-0-0*

Regular Session ended at 8:57 PM

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

Bourne Public Schools

Agenda Item	Document
0	School Committee Agenda

RESPECTFULLY SUBMITTED,

Jessica Moerman
Recording Secretary