# Bourne Public Schools

## BOURNE SCHOOL COMMITTEE

## Regular Meeting Minutes

**DATE:** May 7, 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; Maureen Fuller; Kendellynn Gagne; Kari MacRae; Kathleen Quintal; Kerrie Scofield; Student Representative Addison Dion

***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 Emily Berry calls the meeting to order at 6:30 PM.

### 2. PLEDGE TO THE FLAG

All stand for the Pledge of Allegiance.

### 3. PUBLIC INPUT

Paul MacMaster, formerly of Bourne and past Bourne School Committee member, says he wants to acknowledge the commitment and dedication of long-term members Emily Berry and Maureen Fuller who are leaving the school committee. He says Maureen Fuller has always done her homework on every issue and has been a strong advocate for both the staff and families of Bourne. He says that Emily Berry has been a strong leader navigating through some major events including administration change, COVID, and contract negotiations and no matter what the subject was, the first

and the last issue on her mind was, is our decision good for the kids of Bourne. He adds that both members served many thankless hours with dedication, patience, and class.

## 4. REPORTS AND PRESENTATIONS

- **CHAIRPERSON'S REPORT,** *Emily Berry, School Committee Chair*
  - Correspondence:
    - Chair Berry shares the final Cape Cod Collaborative Articles of Agreement. Maureen Fuller says the Articles of Agreement were updated to include Plymouth Public Schools as a member..
  - Chair Berry says the Navigator Awards will be presented in June and she hopes to see more deserving students and staff nominated.
- **STUDENT ADVISORY AND REPORT STUDENT SPOTLIGHT - Bourne Intermediate School**
  - Zoe Noonan shares the Bourne Intermediate School Student Spotlight highlighting the STEAMposium and Purple Up Celebration. She says the STEAM podium was held in March and was open to the whole district as a celebration of science, technology, engineering, art, and math. She shares pictures of the many hands-on activities that were set up by different organizations throughout the school. Ms. Noonan shares how BPS honored military children and their families on Purple Up Day held at BIS on April 18th. She says students got to hear about the experiences of military families in the town from parents and their peers and that BPS was recognized with a Purple Star Award presented by the Department of Education.
  - Chair Berry welcomes Christine Borning to the table in her new role as new Assistant Superintendent.
- **SUPERINTENDENT'S REPORT,** *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*
  - Dr. Zhou says the first district-wide Purple Up Celebration was wonderful. She thanks Mrs. Colbert, Sue Downing, and Annmarie Ridings for all their hard work making the event happen. She shares that BPS has 4 Purple Star designations now as it is one per school and each of Bourne's applications was accepted. She says it's a testament to who we are and what we do to support military students in Bourne.
  - Special topics including:
    - Update on Strategic Plan and Next Steps- Dr. Zhou says they are working with a graphic designer and they are getting close to a final product and when it's done it will have a dashboard, a one-pager of the mission, vision, and key statistics about Bourne, followed by all the pages put together. She adds that they have already started to move forward on a best use of facilities plan which should be available by late June to share with the school committee and then through a public forum.
    - Teaching and Learning Update
      - Mrs. Borning announced that Bourne High School has received the Innovation Career Pathway Designation for Information, or Computer Science, and that Dr. Zhou and Dr. Maguire were both at today's STEM summit for this announcement.

- Mrs. Borning says BHS was recently awarded a $35,000 Career-Connected Development grant which will be used to outfit a new cybersecurity lab to support the Information Pathway.
- Mrs. Borning says Lisa Dix was awarded a $500 LRIG Engineering grant, which she has used to fund an after-school engineering program for students in grades 1 through 5.
- Mrs. Borning recognizes the many educators that took time to apply for and receive Town of Bourne mini grants to support different educational projects in their classrooms and thanks the Town of Bourne for that support.
- Mrs Borning says MCAS continue to be administered and she's been pleased with the level of investment observed from students. She acknowledges and thanks staff for all of the work done to help this positive trend, saying it's a lot to get the kids excited about giving their best effort on a standardized test and the staff has gone above and beyond to prepare students incredibly well.
- Mrs. Borning says staff will participate in a half day of professional development on May 23rd with a range of offerings including using AI in the classroom, workshop training, collaborative conversations about some of the workshops that people have already attended, transition planning, writing training, and celebrating the retirees from across the district. She adds that administrators will be participating their 2nd day with Dave Castelline learning about effective supervision and evaluation.
- Mrs. Borning thanks the 1st and 2nd year educators who engaged in the mentor program under the direction of Lisa Dix and with the support of lead mentors, Tara Stanton, Nicole Tanguay, Beth Nolan, and Lisa DiBiasio, for ensuring that educators who join the district are highly successful and highly supported.
- Mrs. Borning says they have been celebrating many incredible staff members during AA Day, Bus Driver Appreciation Day, Principal Day, Director Day, Lunch Hero Day, School Nurse Day, and Staff and Teacher Appreciation Weeks. She thanks the PTA who has helped make the Staff Appreciation Weeks very fun.
- Mrs. Borning thanks Dr. Zhou, Jordan Geist, Chris Oliver, and Kristin Donahue for helping her transition to Assistant Superintendent go smoothly and picking up pieces of a lot of the work that needs to be wrapped up to finish the year. She adds her thanks to Dr. Starkey for leaving detailed notes and wrapping up work to ease the transition.

■ Budget and Facilities Update.
- Jordan Geist shares the FY24 End of Year Report and says amendments have been made for 2 small errors found during state-required audit.
- Mr. Geist thanks the town and the voters for their continued support and not only voting through our FY26 operating budget, but also for supporting all of the capital requests including $50,000 the solar decommissioning, $55,000 for flooring replacement, one new minibus (only one this year because the price doubled to $120,000 from $65,000 in one year), and and additional $95,000 for the chiller, which was an amendment to

Article 6 that was voted on in October of the 2024 special town meeting in the amount of $280,000.

- Mr. Geist says they have hired NESDEC to conduct a best use of facilities study as part of the strategic plan and they are on track for a draft to be out in late June. He says the NESDEC team conducted virtual interviews with building admin as well as site visits and have spoken to local realtors to get a sense of the housing market and the town planner to gain an understanding of permanent housing developments that are in the pipeline. He anticipates that the report will be very comprehensive and will be used to form next steps as far as building usage goes.

***Kerrie Scofield motions engage Gale Inc. as Owner's Project Manager for BMS roof solar project removal; Seconded by Kendellynn Gagne; Voice vote passes 8-0-0***

***Kari MacRae motions to award the contract for the replacement of BMS Chiller to Enterprise Equipment; Seconded by Kendellynn Gagne; Voice vote passes 8-0-0***

- Technology Update
  - Chris Oliver reports that 600 parents have registered for an account with ParentSquare which will allow them to customize when and how they receive notifications from the school district. He adds that the platform is in a soft launch phase and will be fully onboarded, with the staff trained in using it, to start the 25-26 school year.
  - Mr. Oliver says he is working to spend down several grants with technology for the new Information Pathway at BHS and he looks forward to customizing that space for the students.
  - Mr. Oliver adds that he is in the process of replacing and adding several security cameras at BIS and BES and is also working on some additional access controls at the schools.
  - Mr. Oliver shares that technology ESP. Mrs. Bisnette is retiring at the end of the year and he has been working on updating the job description to better reflect the needs of the district. He thanks Mrs. Bisnette for her years of service to the district and says she will be sorely missed.
  - Chair Berry asks if ParentSquare is separate from PowerSchool and Mr. Oliver says it is. He explains that ParentSquare is a unified communication platform which will take the place of SchoolMessenger, S'More, and various classroom communication apps like Class Dojo, and will be the one and only platform that the entire district from the classroom level to the building level to the district level will be using. Mr. Oliver explains that the platform will also help the district be in compliance with public record laws, as well as FERPA regulations, as all official communications need to be archived for 7 years. Dr. Zhou clarifies that parents will still be able to communicate by email and phone and adds that it's important for parents to register for an account with ParentSquare since they will be able to choose their preferred method of communication.

- Student Services and Special Education Update
  - Kristin Donahue reports that the results of the TFM were released and they did fairly well, demonstrating compliance in 50 out of 57 indicators, with the 7 being partially met and only requiring minor fixes. Mrs. Donahue says she is working with DESE to draft the corrective action plan.
  - Mrs. Donahue says ESY programming is in full swing with families submitting their commitments to the program, staff secured, and cohort assignments coming soon.
  - Mrs. Donahue reports that for PD SLPs, OTs, PTs and APE will have another session with Dr. Jane Hollenbeck on how to provide specialized services within the general education classroom to facilitate inclusion. She says the feedback from the first session was phenomenal and Dr. Hollenbeck was willing to come back and look at caseloads to see how to better group students next year.
- Announcements & Correspondence:
  - Events: Calendar of Events; Live district calendar
  - Past and Upcoming Events Report
    - BHS-Dr. Maguire shares events happening at BHS including: STEM Summit, DECA International Competition in Orlando, AP exams, “SpongeBob the Musical”, mock car crash, Spring concert, Junior Prom, After-Prom Party, MCAS, AP Capstone Showcase, Art Show, Cabaret Night, Senior Internship Showcase, and last day for seniors.
    - BMS-Mrs. Borning highlights BMS events including: Junior MTEG Festival, 6th Grade Nature's Classroom, civic action workshops, 8th Grade Washington DC trip, PTA Book Fair, Curriculum Night, 7th grade Waquoit Bay field trip, career connected learning workshop, and band and chorus concerts.
    - BIS-Mrs. Colbert highlights events happening at BIS including: Purple Up Day (special thanks to Annmarie Ridings for her work planning the event), Teacher Appreciation Week, MCAS, SpongeBob sneak peek, 3rd Grade New Bedford Whaling Museum field trip, and band and chorus concerts.
    - BES-Ms. Carpenito shares events taking place at BES including: Teacher Appreciation Week, Screen-Free Week, Art Show, PTA Book Fair, Grade 2 Music Show, 2nd grade field trip to Waquiot, 1st grade planetarium field trip, kindergarten field trip to Sauchuk Farm, and Step Up Day.
    - District-wide-Dr. Zhou shares that a second canal walk through the Building Bridges program will take place on Tuesday, May 27th at 3:30 starting at the train bridge.

- **SCHOOL COMMITTEE SUB COMMITTEE & DISTRICT COMMITTEE REPORTS**
  - Curriculum Subcommittee- Subcommittee did not meet.
  - Policy Subcommittee- Chair Berry reports that the policy subcommittee met and discussed a state-mandated wellness policy updated this year by the School Wellness Advisory Committee which will now be reviewed by DESE and brought to the next subcommittee meeting. She says the subcommittee

discussed and approved Policy KHAA regarding the distribution of literature and information in schools, which they had asked Dr. Zhou to update as it applies to BPS, and requests approval by the full committee.

***Kerrie Scofield motions approve Policy KHAA; Seconded by Kari MacRae; Voice vote passes 8-0-0***

Chair Berry presents updated job descriptions for approval including Digital Integration Specialist, Athletic Director (revised), RBT/ABA, and SLPA.

***Maureen Fuller motions to approve the job description of the Digital Integration Specialist; Seconded by Kendellynn Gagne; Voice vote passes 8-0-0***

***Kerrie Scofield motions to approve the revised job description of Athletic Director; Seconded by Kari MacRae; Voice vote passes 8-0-0***

***Maureen Fuller motions to approve the new job descriptions of the RBT/ABA; Seconded by Kerrie Scofield; Voice vote passes 8-0-0***

***Kerrie Scofield motions to approve the job description of the SLPA; Seconded by Maureen Fuller; Voice vote passes 8-0-0***

- Budget and Facilities Subcommittee- Jordan Geist says the subcommittee has met 3 times including a tour of the wastewater treatment plant, a review of the capital expenditures to date, and discussion on the chiller and the OPM contract. Mr. Geist thanks Ted Buckley, Kevin Corcoran, Kenny Lewis, and John Kelsch for their efforts to get the new scoreboard up at the softball field in time for the first home game. He says they also discussed the grandstand bid as they have currently only received one bid which was very high and have decided to put the project back out to bid and hopefully get more interest and a realistic price to get the project done.
- SEPAC- Kerrie Scofield says SEPAC met earlier for a presentation by Kristine Sheehan, a BES speech pathologist, about assistive technology and how different tools and devices can be used to help children with disabilities do things that would otherwise be too difficult.
- Cape Cod Collaborative- Maureen Fuller shares the message of the first ever quarterly newsletter put out by the Collaborative. Highlights from the newsletter include Dr. Hope Hanscom joining CCC as the new Executive Director, Larry Carroll joining Waypoint Academy as their interim Program Director, Waypoint and the STAR program beginning a partnership with Cape Kids Meals, STAR program enrichment activities, and transportation driver recruitment. Chair Berry thanks Mrs. Fuller for serving as the liaison to the Collaborative the entire time she's been on the committee.
- Strategic Planning Steering Committee- Dr. Zhou spoke on strategic planning during her report.

- District Diversity, Equity, Inclusion, and Belonging Committee- Mrs. Borning reports on behalf of Jessee Clements and thanks Tara Stanton, Kerri DeGowan, and Teresa Vicente for their work manning their table at the Light It Up You event. She says that 5th grade students met with food services director Chris Cushman to plan the lunch menu for a week that included lunch choices from different countries. Mrs. Borning says BMS student council members worked with the DEIB committee to create a mural with every middle school student's handprint on it with the message "All Are Welcome".
- District Technology Committee- Chris Oliver says the Technology Committee met yesterday and discussed the Digital Integration Specialist job description, had a brief presentation and training on ParentSquare, and discussed summer technology projects and updates.
- District School Wellness Advisory Committee (SWAC)- Jordan Geist reports that the SWAC has completed its work and the updated wellness policy has been approved by the state. Mr. Geist shares a list of everyone who contributed including: Andrew Arki, Jessee Clements, Kathy Cleary, Chris Cushman, Nathan Dineen, Rebecca Esip, Cathy Johannessen, Michelle Kenyon, Ellen McLaughlin, Lisa Hanley, Jennifer Ward, Samantha Zeal, and Kari MacRae. He thanks the John Stalker Institute and coach Charlotte who helped get them through the process. He adds that the revised policy will be ready to present at the next meeting.

- Vote for preliminary approval of out of state/overnight field trips for SY 2025-2026: Nature's Classroom, Washington DC, DECA (local, state and international)
  - Dr. Maguire asks for preliminary approval for DECA overnight trips to kick-off, local, state, and international competitions taking place in Arlington, VA in November; Hyannis, MA in January; Boston, MA in March; and Atlanta, GA in April respectively.

***Kerrie Scofield motions to initially approve the overnight DECA field trips; Seconded by Kendellynn; Voice vote passes 8-0-0***

  - Mrs. Borning requests preliminary approval for Nature's Classroom and Washington DC overnight trips.

***Kerrie Scofield motions to initially approve the Nature's Classroom and Washington DC overnight field trips; Seconded by Kendellynn; Voice vote passes 8-0-0***

## 5. DISCUSSION ITEMS

- n/a

## 6. ACTION ITEMS

- Vote to award the Josephine Lewis Scholarship

***Kerrie Scofield motions to award the Josephine Lewis Scholarship as presented; Seconded by Kari MacRae; Voice vote passes 8-0-0***

- Vote to approve Warrants and Payroll

***Maureen Fuller motions to approve Warrants and Payroll; Seconded by Kendellynn Gagne; Roll call vote passes 7-0-0 (Student Representative Addison Dion not eligible to vote)***

- Vote to approve regular session minutes of: April 2, 2025

***Kerrie Scofield motions to approve regular session minutes of 4/2/25; Seconded by Maureen Fuller; Voice vote passes 8-0-0***

- **REORGANIZATION OF THE COMMITTEE -** Chair Berry turns the gavel over to Dr. Zhou who calls for a reorganization of the committee and says she would entertain a motion for a new chair.

***Emily Berry motions to nominate Donel Beals as the new chair of the school committee; Seconded by Kerrie Scofield; Voice vote passes 8-0-0***

- Donel Beals accepts and takes over as chair and calls for the nomination of a new vice-chair.

***Donel Beals motions to nominate Kerrie Scofield as the new vice chair of the school committee; Seconded by Emily Berry; Voice vote passes 8-0-0***

***Kerrie Scofield motions to nominate Kendellynn Gagne as the new secretary of the school committee; Seconded by Kathleen Quintal; Voice vote passes 8-0-0***

- Chair Beals appoints Kendellynn Gagne to chair the budget and facilities subcommittee and the Navigator Awards; Kerrie Scofiled to chair the curriculum subcommittee, and Kathleen Quintal to chair the policy subcommittee.
- Mrs. Berry thanks Maureen Fuller for being a dedicated asset to the school committee for 6 years, the teachers and staff of BPS especially Annemarie Strode and Theresa Clifford for their BEA representation, the administration for all their work making our schools small but mighty, and Dr. Zhou for all the hard work she does for the district
- Chair Beals thanks Maureen Fuller for her commitment to the town of Bourne and BPS. She says Mrs. Fuller has worn many hats and her journey has been one of commitment, compassion, and unwavering belief in the power of education, always putting students first and helping shape a better future for our schools.

- Chair Beals thanks Emily Berry for the time, energy, and heart she has put into our school community. She says Mrs. Berry has led with integrity, vision, and deep commitment for every one of our students, our teachers and family members.

## 7. FUTURE AGENDA ITEMS

a. Navigator Awards
b. Welcome and Onboarding of New Members
c. Summer Workshop
d. Revised SWAC Policy
e. Vote to release Executive Session minutes

## 8. ADJOURN-*Donel Beals motions to adjourn; Seconded by Maureen Fuller; Voice vote passes 8-0-0*

**Regular Session ended at 8:05 PM**

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

| Agenda Item | Document |
|---|---|
| 0 | School Committee Agenda |
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**RESPECTFULLY SUBMITTED,**

Jessica Moerman
Recording Secretary