

Shutesbury Elementary School Committee Meeting Minutes FINAL

Date: October 16, 2025

Time: 7:00 PM

Location: Virtual

Attendance

Members Present: Jeremy Mailloux (Chair), Anna Heard, Nate Longcope, Leah Jack, Katrina Catalano, members

Others Present: Shannon White-Cleveland (Superintendent), Ann Magill (Principal), Caitlyn Anderson May (Director of Finance and Operations), Susie Mosher (Finance Committee); Amy Langdon (Director of Student Support Services)

Call to Order

Meeting called to order at 7:03 PM by Jeremy

No Public Hearings

No members of the public were present.

Review of Agenda and Perpetual Calendar* - Review and Discussion

October focus: budget information gathering and goal setting.

Town is holding an information session on Tuesday, October 21, 10 a.m.

Packets were distributed to inform residents ahead of discussion.

Warrants and Gifts

Approved warrants included:

- Accounts Payable: #30009 (Oct. 14): \$9,812.65; #3010 (Oct. 28): \$29,339.67
- Payroll: #307 (Sept. 29): \$92,146.10; #308 (Oct. 13): \$93,894.70

No grants or gifts this period.

Approval of minutes

Motion to approve minutes from September 18, 2025 **made by Jack, Seconded Heard Vote: Unanimous approval.**

Unfinished Business- Capital Projects and Boiler Discussion

Ongoing boiler issues discussed. Recent repairs to pumps failed due to improper tank drainage.

Jamrog (vendor) may pursue warranty replacement; Diamond considered as new vendor.

Building Committee raised concerns about communication; will be invited to next meeting.

Agreed to include all relevant committees on future facilities communications.

Other Capital Projects Updates

Conway School of Landscape Design contacted regarding parking lot redesign.

Application submitted; awaiting response. Conway's experience noted as beneficial.

New Business- MCAS Accountability Presentation

Presented by Ann and Amy.

- Shutesbury met/exceeded state accountability targets.

- Recognized by DESE for high performance.
- Outperformed state averages in nearly all MCAS categories.
- Chronic absenteeism improved (50% fewer illness absences).
- Continued focus on writing and IEP inclusion.

Special Education (Amy):

- No IEP students scored 'Not Meeting Expectations' in ELA/Math.
- IEP students demonstrated high growth, outperforming peers statewide.

Family Handbook Review and Vote

Updated Family Handbook presented and approved.

Website usability discussed; preschool information to be made easier to find.

Motion to approve 2025–2026 Family Handbook made by Heard, seconded by Longcope Unanimous approval.

Superintendent's Report

- DESE recognized Shutesbury for meeting pre-pandemic performance levels.
- Successful open house with strong family engagement.
- Data team meetings improving collaboration.
- Budget challenges expected (insurance and funding pressures).
- SCES hosting Curriculum Day Oct. 17.
- Chapter 70 funding reform listening sessions upcoming (Nov. 6 in Greenfield).

Director of Finance and Operations

[Director of Finance and Operations](#)

Presented that FY25 End of Year Report was submitted

Motion to allow chair to sign EOY Certification Statement **made by Heard, seconded by Longcope,**

Vote was unanimous

Presented Expense Report

Principal's Report

[Principal's Report](#)

Amherst-Pelham Representative's Report

CES Report

Policy Review

a. First Read:

- KBA - School-Parent/Guardian Relations Goal
- GBEBC - Gifts to and Solicitations by Staff
- KI - Visitors to the School
- IHAM-R- Health Education

b. Second vote for Deletion:

- IHAM -1 - SSC Notification of and Access to Sex Education Curriculum
- KCB -Community Involvement in Decision

Motion made to delete policies by Heard and seconded by Leah, vote was unanimous

B. Final Vote:

- a. BA - School Committee Operational Goals
- b. BAA - Evaluation of the School Committee Operational Procedures
- c. BB- School Committee Legal Status
- d. BBA - School Committee Powers and Duties
- e. BBAA - School Committee Member Authority
- f. BBBA/BBBB - School Committee Member Qualifications/Oath of Office
- g. BCA- School Committee Member Ethics

Motion made by Loncope and seconded by Jack, vote was unanimous

Next Steps and Future Agenda Items

- Invite Building Committee to November meeting.
- Monitor boiler repairs and vendor accountability.
- Follow up on Conway School collaboration.
- Review MCAS longitudinal performance trends.
- Review website organization for family access.

Future Meetings

Policy Committee: November 20, 2025, 6:30 PM

School Committee: November 20, 2025, 7:00 PM

Budget and Personnel: September 15th, 6:00 PM

Union 28 Joint Supervisory: September 15th

Meeting adjourned at 8:15

Heard moved; Longcope seconded; unanimously approved