

SHUTESBURY SCHOOL COMMITTEE
Thursday, April 11, 2024
Final Minutes

Present: Julie Martel, Jen Taylor, Jeremy Mailloux, members; Bethany Rose, Chair; Jackie Mendonsa, Principal; Caitlin Sheridan, Director of Finance & Operations; Jennifer Culkeen, Superintendent; Public Guests

A. Meeting Called to Order by Bethany at 7:05 P.M.

B. Public Hearings: None.

C. Review of Agenda and Perpetual Calendar: None.

D. Warrants and Gifts:

AP Warrants:

3023	4/16/24	\$19,36772
3024	4/30/24	\$61,852.10

Payroll:

320	4/2/24	\$87,044.35
321	4/16/24	\$86,274.39

Gifts: None.

Grants: None.

E. Approval of Minutes from March 21, 2024:

JEREMY MOVED TO APPROVE THE MINUTES OF MARCH 21, 2024. JEN SECONDED. UNANIMOUS.

F. Unfinished Business / Updates:

1. Capital Projects/Building Process - Discussion (Roof, Boilers, Kitchen Floor, etc.):

Bethany asked for any updates. Jackie said she saw people looking at the siding of the building. The building is in good shape and will look really nice next year.

G. New Business / Discussion Items:

1. Discussion of Amherst School Committee debate on when 6th graders move to middle school:

Jennifer asked the committee to send their thoughts on this topic and she will forward them to Anna for the next Amherst/Pelham School Committee Meeting. Right now all elementary schools except Amherst are not interested in this.

2. School Committee member for Principal Search Team – Vote:

JEREMY MOVED TO IDENTIFY JENNIFER TAYLOR AS THE SCHOOL COMMITTEE REPRESENTATIVE FOR THE PRINCIPAL SEARCH COMMITTEE, ANNA SECONDED. UNANIMOUS.

3. Negotiation Sub-Committee Alternate Member selection - Vote:

JEREMY MOVED TO IDENTIFY ANNA HEARD AS THE ALTERNATE MEMBER FOR THE NEGOTIATION SUB-COMMITTEE. JEN SECONDED. UNANIMOUS.

H. Reports:

1. Superintendent's Report:

Jennifer Union #28

Jennifer has created a Superintendent Transition Planning Guide which is an electronic compilation of many documents. Items include: District Strategic Plan; Roadmap for Continuous Improvement for Student Support Services; Union #28 Operational Efficiency Study (Collins Center); District Curriculum Accommodation Plan; Union #28 Staff Handbook (Draft); Student Opportunity Act Plan 2024-27; School Improvement Plans for all schools; School Committee Contact Lists; Town Administration Contact Lists; FY25 Budgets; Grants; Bargaining Contracts; Principal contracts: Central Office staff contracts; U28 Policy Manuals; Emergency Information - School Closure.

She has met and will continue to meet with Incoming Superintendent Cleveland over the next few months as we work towards a smooth transition.

2. Director of Finance and Operations:

FY25 Shutesbury Elementary School Budget Adopted March 21, 2024 – Discussion and Vote to Amend:

Bethany said that the Fin Com has asked us to look at one piece of our budget, and Caitlin has amended it. Caitlin reported that the U28 FY25 Budget was amended to adjust the Superintendent Salary line. There was a slight decrease of \$1,793.

ANNA MOVED TO ACCEPT THE AMENDED BUDGET WITH INCREASED RURAL AID AS PRESENTED. BETHANY SECONDED. UNANIMOUS.

3. Principal's Report:

Jackie reported that the students grades 3-6 are taking the ELA MCAS tests and the Math tests will be in May. The last day of school for students is June 18, 2024 and the last day for staff is June 20, 2024. Sixth grade graduation, class trip and ice cream is being discussed. There will be a school musical, to be announced, in June. The Annual Town Meeting is Saturday, April 27th, the school budget is the 13 item and Jackie has a conflict and must leave by noon. She has asked the committee if they would like her to be there for that item, would someone please make a motion at the meeting to move the item up in the agenda.

Jackie has asked the committee for the use of School Choice funds to purchase Moose mascot t-shirts for all. The students and staff wear the Moose gear with pride throughout the year and it is a very inspiring part of the school. She estimates it would be about \$3,000.

JEN MOVED TO APPROVE \$3K FROM SCHOOL CHOICE FUNDS TO BE USED TO PAY FOR MOOSE SHIRTS. JULIE SECONDED. UNANIMOUS.

4. Amherst-Pelham Representative's Report:

Chapter 70 has hit the region hard, which has caused the cancellation of the Play they have been practicing. It will now be just over the intercom, which has saddened the students/families.

5. Union #28 Report, including Budget & Personnel:

JSC met on March 27, 2024 to amend the U28 FY25 Budget reducing the Superintendent Salary line to \$145,000.

6. CES Report:

There was a summit on whether passing MCAS tests to be a graduation requirement. CES Summer programs are continuing this summer and are very important to remain. It's a wonderful experience for the students.

I. Policy Review: None.

- First Reading on:
 - JLCD – Administering Medicines to Students*
 - BHE – Use of Electronic Messaging by School Committee Members*
 - CHCA – Approval of Handbooks and Directives*
 - EB – Safety Program*
 - ECA – Building and Grounds Security*
 - EEAE – School Bus Safety Program*
 - GBEB – Staff Conduct

J. Executive Session: Not required.

K. Future Business:

- Shutesbury Policy Committee – Thursday, May 16, 2024 at 6:30 p.m.

The May Shutesbury Policy Committee is being cancelled due to the fact that there will not be any members yet. The May meeting will be a reorganization of the committee. The committee has asked that the list of committees be sent ahead of time to all members so they can review the different committee positions to be filled at the May meeting.

- Shutesbury School Committee – Thursday, May 16, 2024 at 7:00 p.m.
- Union #28 Joint Supervisory – May 20, 2024
- Future agenda items –

SSC discussed community members who've expressed an interest in serving on SSC and how best to support incoming members.

L. Adjournment at 8:32 p.m.

JEREMY MOVED TO ADJOURN. JEN SECONDED. VOICE VOTES ALL AYE.

**Respectfully submitted,
Jennifer Culkeen, Superintendent**