

**SHUTESBURY SCHOOL COMMITTEE
FINAL MINUTES Thursday, September 18, 2025**

Present: Nate Longcope, Anna Heard, Leah Jack, Katrina Catalano, Members; Jeremy Mailloux, Chair; Caitlin Anderson May, Director of Finance & Operations; Anne Magill, Principal; Shannon White-Cleveland, Superintendent; Public Guests.

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

B. Public Hearings: None.

C. Review of Agenda and Perpetual Calendar:

Jeremy reviewed upcoming meetings and events relevant to the work of SSC.

D. Warrants and Gifts:

	Voucher/Bid Number	Date	Amount	
Accounts Payable	3026	6/24/2025	\$23,122.41	*FY25
	3027	6/30/2025	\$38,526.09	*FY25
	3001	7/1/2025	\$11,682.23	
	3002	7/22/2025	\$8,757.44	
	3003	8/5/2025	\$37,633.55	
	3004	8/19/2025	\$7,809.96	
	3005	9/2/2025	\$14,539.58	
	3006	9/16/2025	\$19,888.71	
	3007	9/30/2025	\$59,252.10	
	3008	9/30/2025	\$800.00	

	Voucher/Bid Number	Date	Amount	
Payroll	326	6/23/2025	\$91,892.90	*FY25
	301	7/7/2025	\$81,148.47	
	302	7/21/2025	\$76,619.01	
	303	8/4/2025	\$79,727.01	
	304	8/18/2025	\$78,037.66	
	304.1	8/21/2025	\$1,440.00	
	305	9/1/2025	\$89,460.81	

	306	9/15/2025	\$89,607.72
--	-----	-----------	-------------

Gifts: None.

Grants: Caitlin reported that we’ve received our award letter for the REAP Small, Rural School Achievement (SRSA) program: we’re receiving \$18,073, which is more than last year’s \$15,932. We’d only budgeted \$16,397, so this increase is quite welcome.

ANNA MOVED TO ACCEPT THE REAP GRANT AS PRESENTED. NATE SECONDED. UNANIMOUS.

E. Approval of Minutes from June 12 and July 29, 2025:

Jeremy noted that these minutes were produced after the fact with the aid of AI. Katrina noted she was at the June meeting when it says she doesn’t.

LEAH MOVED TO APPROVE THE MINUTES OF JUNE 12 AND JULY 29, 2025. ANND SECONDED. UNANIMOUS.

F. Unfinished Business / Updates:

a. Capital Projects/Building Process –Update (tank maintenance): Nate said Capital Planning was supposed to meet at the beginning of Sept but couldn’t due to technical details. There’s already a chunk of money (~\$24K) allotted to us for sidewalk and parking lot maintenance. He’s been reaching out to landscape architects so we can start work on the driveway. The oil tank is problematic, near the end of its life (~35-40 years old), so we’ll have to discuss what to do regardless of water in the tank. Frank is doing a great job looking into the water issue. Anne added it was a summer of learning. The company coming to test the tank will be replacing the cone with a cap, but there’s no urgency to deal with now. We need to think about future plans, like locating the tank closer to the building. Hopefully we’ll have a regular oil tank year from now on. We’re glad to get this under control before winter hits. Leah asked: Will it be resolved once they clean it out? Yes, but the process has to go in several stages (removing the water, then the sludge). Fin Com member Susie Mosher asked if the roofing company is taking responsibility for this: TBD. A different company is cleaning out the tank. It’ll cost \$6,500. SSC discussed other capital planning projects, and Jeremy noted that to pay JAMROG bills for work last year, we did not pay for other budget items like technology upgrades. But we appreciate the Fin Com going to bat for us last year. We’re trying to do our part to manage the budget well and we know the Town is facing some difficulties. Anna asked: did the cap disappear when the roof was replaced? Not clear. It disappeared at some time, and we might have not discovered this in time to get financial restitution anyway.

G. New Business / Discussion Items:

a. Highlighting the School in the Community: Jeremy proposed a brag sheet of sorts, a document to share with the Town all the wonderful things we’re up to at SES. SSC supports this idea.

H. Reports:

1. Superintendent's Report:

Shannon reported that SES staff participated in the Opening Day at EES on Aug 25, and SES students returned to a welcoming school and staff on Aug 27. DESE has released student performance data and district accountability information, and we're digging into it. Anne will present on it at the Oct SSC meeting.

JSC met this past Monday. We face a challenging year together. The Superintendent Evaluation was presented and focus areas for the coming year were shared. We're thrilled that the entire Leadership Team is returning this year (there have been a number of positions that turned over in the past two years). We're ready to leverage our collective talents and resources to work together.

Amy Langdon, Director of Student Support, and Shannon attended the Connecticut Valley Superintendents Roundtable on Sept 5. Commissioner of Education Pedro Martinez will be coming to SRS on Oct 3. In legislative news, on Aug 25, 2025, in response to a lawsuit, the Trump Administration reversed a freeze on federal funding that supports teacher prep as well as mental health services in low-income communities. The cuts across MA would have amounted to \$321 million. Finally, MASC/MASS is hosting a joint conference Nov 12-14 in Hyannis.

2. Director of Finance and Operations:

a. Expenditure Report: Caitlin said she worked with the Town this summer to close out the previous budget. We used our remaining \$9,762 in Circuit Breaker and \$2,312.66 from School Choice to cover the deficit. It was close, but we made it through.

Caitlin showed a new way of tracking encumbrances in the budget to offer a better real-time look at our expenses during the year, discussing examples (for example, she doesn't encumber items whose amount she can't really predict). This tracking method is particularly helpful with U#28 expenses. We're going into this year in much better shape than last year at this time of year.

Caitlin and Susie clarified where grant money is being tracked (in the Addendum sheet). It'll be easier to compare year over year now with the new format. She invited feedback and requests for change on the new format.

3. Principal's Report:

Anne reported on the literacy conference she and other U#28 leaders attended this summer. It's so important to all be on the same page about pushing literacy education. We have very robust Grades 3 and 4. Our School Choice numbers went from 20 to 14 (students went on to Middle School). We've launched band and chorus and strings. Bravo to all the caregivers who are taking in the instruments. Every week, our teachers participate in professional learning communities, analyzing student work together. We started using benchmark testing (STAR testing) for reading and math and will use that to continue to ensure student success. We're having a school-wide drum performance in October. Our upcoming Open House

coincides with Town Meeting, and Picture Day is coming soon as well. Just finished CPR and first aid training for staff.

Leah asked about Pre-K: Is there just one classroom? Are we turning away Pre-K students? There's been a waitlist in the past, and we don't take School Choice students in Pre-K. Students come a variable number of times per week, so it depends a lot on student needs.

Anna asked if there's any interest in developing separate Pre-K 3 and Pre-K 4 rooms? Anne commented on how language development happens in a mixed-age room. Anna suggested that full classes of 3s and 4s would move right into full classes of Kindergarten. Shannon was just going over the numbers with Anne; none of the classrooms are self-sustaining with just Shutesbury residents. If we did that with Pre-K as well, they wouldn't be covered under School Choice. There are some age-based differences as well, and even if we build separate rooms, that doesn't mean students will come. It's hard to predict.

4. Amherst-Pelham Representative's Report:

Anna said APRSC met all summer long. A lot of the issues with the new track and field have been taken care of at this point, so we're adding some of the extra ideas from the original plan. We'll be doing additional work on nearby fields and adding walkways to the field. It's exciting. Anna is now on the Budget Coordinating Committee as well the APA Negotiation Committee. We're still dealing with a lot of lawsuits - one of the middle school counselors was reinstated as a result but is on paid leave since people want her not to be in contact with students. We got our 4th Quarter budget report, which is on target so far. Spending on general administration has gone way up in comparison to spending on education. We also passed a new policy about non-discrimination over gender identity. Susie expressed frustrations with the region in terms of how our budget is being impacted by a variety of factors (like the huge insurance increase we just got hit with) and what we're expected to contribute alongside the other four towns.

5. Joint Supervisory Committee Report, including Budget & Personnel:

Nate reported that we re-elected Steven Blinder and Mandy Blackbird as Chair and Vice Chair of JSC. Shannon shared a report on the rising costs of health insurance through Hampshire Trust as well as three of the four U#28 schools receiving PRISM grants for literacy curriculum and instruction. (SES has a different curriculum and is happy with it currently.) Amy Langdon and Lindsay Rodriguez both updated JSC on student support and curriculum activities.

- Next Meeting Date: Monday, November 17, 2025

6. CES Report:

Leah reported that the former Executive Director resigned, and an Interim is serving now. We're searching for a permanent Executive Director now and hope to have that position filled by January. The next meeting is next Weds.

I. Policy Review:

First Read On:

IHAM-R- Health Education

Anna expressed a concern about this policy. Shannon said there are new guidelines saying kids can be pulled from anything, essentially, but there is a very specific process parents have to go through to point to the parts of the curriculum they don't want their children exposed to. The Principal makes the determination in the end. Anna asked how the decision-making process is communicated. Anne said we make the process clear and have a lot of discussion with the parents ahead of time. Anna said she wants to protect the district, with some measure in place to reject requests we think are unreasonable. Shannon said directives at the federal level are taking away a lot of that discretion from the school. But we can look at the form that has been produced by a consortium of schools across the Commonwealth.

First Vote for Deletion:

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

Second Read, First Vote On:

BA - School Committee Operational Goals
BAA - Evaluation of the School Committee Operational Procedures
BB- School Committee Legal Status
BBA - School Committee Powers and Duties
BBAA - School Committee Member Authority
BBBA/BBBB - School Committee Member Qualifications/Oath of Office
BCA- School Committee Member Ethics

Final Vote:

KE – Public Complaints
KF-R – Community Use of School Facilities
KHA – Public Solicitations in the Schools
AA – School District Legal Status
KF – Community Use of School Facilities

LEAH MOVED TO DELETE POLICY IHAM -1 - SSC NOTIFICATION OF AND ACCESS TO SEX EDUCATION CURRICULUM. NATE SECONDED. UNANIMOUS.

LEAH MOVED TO DELETE POLICY KCB - COMMUNITY INVOLVEMENT IN DECISION. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BA - SCHOOL COMMITTEE OPERATIONAL GOALS. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BAA - EVALUATION OF THE SCHOOL COMMITTEE OPERATIONAL PROCEDURES. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BB- SCHOOL COMMITTEE LEGAL STATUS. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BBA - SCHOOL COMMITTEE POWERS AND DUTIES. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BBAA - SCHOOL COMMITTEE MEMBER AUTHORITY. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BBBA/BBBB - SCHOOL COMMITTEE MEMBER QUALIFICATIONS/OATH OF OFFICE. NATE SECONDED. UNANIMOUS.

ANNA MOVED TO APPROVE POLICY BCA- SCHOOL COMMITTEE MEMBER ETHICS. NATE SECONDED. UNANIMOUS.

LEAH MOVED TO APPROVE POLICY KE – PUBLIC COMPLAINTS. ANNA SECONDED. UNANIMOUS.

LEAH MOVED TO APPROVE POLICY KF-R – COMMUNITY USE OF SCHOOL FACILITIES. ANNA SECONDED. UNANIMOUS.

LEAH MOVED TO APPROVE POLICY KHA – PUBLIC SOLICITATIONS IN THE SCHOOLS. ANNA SECONDED. UNANIMOUS.

LEAH MOVED TO APPROVE POLICY AA – SCHOOL DISTRICT LEGAL STATUS. ANNA SECONDED. UNANIMOUS.

LEAH MOVED TO APPROVE POLICY KF – COMMUNITY USE OF SCHOOL FACILITIES. ANNA SECONDED. UNANIMOUS.

J. Future Business:

- Shutesbury Policy Committee – Thursday, October 16, 2025 at 6:30 p.m.
- Shutesbury School Committee – Thursday, October 16, 2025 at 7:00 p.m.
- Budget & Personnel Committee – Monday, October 20, 2025 at 6:30 p.m.
- Union #28 Joint Supervisory – Monday, October 20, 2025 at 7:00 p.m.
- Future agenda items:

K. Adjournment at 8:32

ANNA MOVED TO ADJOURN. NATE SECONDED. VOICE VOTES ALL AYE.