

Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Tuesday, February 8, 2022

TIME: 6:30 PM

PLACE: Bourne High School Media Center

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Emily Berry; Ryan Bagdonas; Maureen Fuller (REMOTE); Kari MacRae, Paul McMaster; Erin Perry; Student Representative Viveca Stucke

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Dr. Kerri Anne Quinlan-Zhou, Superintendent; Dr. Barbara Starkie, Assistant Superintendent of Learning and Teaching; Jordan Geist, Director of Business Services; Dr. Ryan Place, Director of Special Education and Student Services

1. CALL TO ORDER

Chair Emily Berry calls the meeting to order at 6:35 PM.

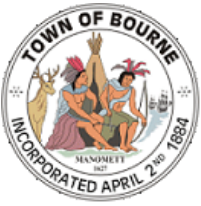
2. PLEDGE TO THE FLAG

All stand for the Pledge of Allegiance.

3. PUBLIC INPUT

No public comments are made.

4. REPORTS AND PRESENTATIONS



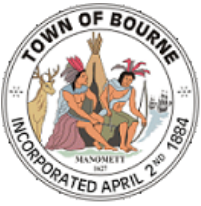
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a. CHAIRPERSON'S REPORT, *Emily Berry, School Committee Chair*

- Correspondence
 - Chair Berry says she has received an email from Steve Strojny announcing his resignation from the school committee effective immediately. Mrs. Berry thanks Mr. Strojny for his years of dedication, service and hard work he has put into the school committee.
 - Chair Berry reads part of the AFSCME Request to Bargain and says they will discuss who they will put in place to handle the negotiations with the custodial department.

b. SUPERINTENDENT'S REPORT, *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*

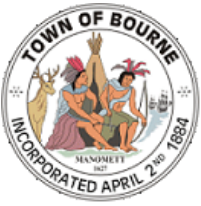
- Update on Teaching and Learning
 - Dr. Starkie shares an update on Teaching and Learning. She says the January 18th PD day was well received by the staff, who had two major presentations, Dr. Kalise Wornum of KW Diversity and a presenter from DESE's Safe Schools. She says staff had an opportunity to spend some time debriefing about the presentations and also to engage in a DEI staff survey. Dr. Starkie notes the takeaways from the day from the staff, particularly around Dr. Wornum's presentation, were that good cultural proficiency and teaching all students is simply good teaching. She says Dr. Wornum was really pushing them to assess their own feelings and understanding things through their own lens and how that might impact daily dealings with students. She notes that arrangements are being made for Dr. Wornum to come back in and present at a DEI meeting in April. Dr. Starkie says that this month kicked off the teacher mentor training program which will have 14 teachers engaging in the mentor training course taught by Lisa Dix is teaching under the direction of Carol Radford. She says they also have Laurie Casna back in the district working on Universal Design for Learning and will be presenting across the district tomorrow virtually. She goes on to say that district administrators and 10 teachers attended the two-day MassCUE workshop, which included a session on creating safe classroom spaces for students and another about general lessons learned from the pandemic. Dr. Starkie talks about the BES virtual math night hosted by Lisa Dix where about 30 attendees played math games to reinforce math skills.
 - She moves on to talk about Bourne High School's plan to introduce Innovation Pathways. She says the internship program that Anne Marie Strode is overseeing as a portion of the Innovation Pathways is taking hold and 15 students in the senior class at BHS are about to engage in the high school senior education internship project. She says that these 15 students will get paid through DESE and MassHire to work pre-k through 8th grade in the district doing a myriad of different things that are needed in the schools. She says we also have several students engaging in the Blue Economy internship with MBL, two students in the process of getting EMT certificates and 3 students working on veterinary assistant certificates.. She says there's a lot going on including Black History Month with a myriad of different activities happening across the district. She talks about at BMS two teachers, Ms. McKenna and Mrs. Wells, who are implementing a week-long series of activities all shaped around the Olympics. She notes that in-person band and chorus concerts are coming up this week which hasn't happened in a while. Dr. Starkie gives a shout out to Danielle Bonn who received recognition from Imagine Learning as her class was one of the only classes out of a group of 20 across the country that received 100 tokens in the first



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100 days of school. Dr. Zhou adds a shout out to the hockey teams for their efforts in the Canal Cup.

- Update on Covid Testing and Procedures
 - Dr. Place goes over some changes that have been happening such as the At-Home testing program which eliminates the Test and Stay program. He says the policy has been updated to reflect the new regulations on what happens with unvaccinated close contacts out of school. He explains that families and staff who opt in to the At-Home testing program will receive 2 tests every 2 weeks and are asked to test before the start of the school week. He says 696 students and staff have opted in. Paul McMaster asks what percentage of staff that represents. Dr. Place says it's about half of the staff but that staff vaccination rates are high. Mr. McMaster asks what the percentage of students is and Dr. Place says it's about a third. Dr. Place says the general mitigation practices have not changed. Dr. Place presents an attendance comparison between December and now which shows absent rates to be lower. Chair Berry says she would like to be able to compare to a typical February with colds and flus. Dr. Place says the current rate is pretty typical for pre-Covid years. He then presents the same data for staff, showing the same decrease in absences. Dr. Place says that during the Test-and-Stay program a total of 14 close contacts tested positive and 17 symptomatic cases tested positive. He says there has been some increase in vaccination status across all schools. Paul McMaster asks if there is any data on any staff members being hospitalized with Covid and Dr. Place says he has not been informed of any staff or students being hospitalized.
- Update on Performance Contracting
 - Jordan Geist says performance contracting is a joint project with the town and they had their kick off meeting today. He explains that performance contracting is a long term contract usually between 15 and 20 years with a company, in this case Trane, that guarantees energy savings over the course of the contract that is then used to finance capital improvements throughout the town. Mr. Geist says they were able to get to know the major Trane contacts and schedule initial walkthroughs for the school buildings and then they will work with the town to prioritize needs. Chair Berry asks what buildings are included in this project and Mr. Geist answers that every town building is involved. Dr. Zhou adds that they will do a high-level energy audit of all town buildings to discover the opportunities that are available. Maureen Fuller asks about after the walkthroughs and priorities are identified how the process works from there. Dr. Zhou answers that the committee would decide if a phased approach is the right move or whether to do it all at once. She says the smaller committee would decide that and then present it to the school committee and the board of selectmen to decide. Mrs. Fuller then asks how many people are on the committee and Dr. Zhou answers that there are 7 people plus the Trane advisers.
- Update on Tiered Focus Monitoring Review
 - Dr. Zhou explains that the Tiered Focus Monitoring review is a routine audit that happens about every 3 years. Dr. Place says the process started last winter by gathering information needed for the self assessment which was then presented in May. He says the department then identifies different policies that need to be updated and areas that need to be changed. The auditors

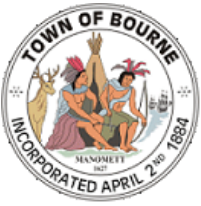


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came for the site visit today. He says they looked at different facilities and spent a lot of time in special education classrooms, ELA rooms, inclusionary timeout rooms and will do interviews tomorrow with Principals, a guidance counselor, a special ed teacher, a SEPAC co-chair, and spend time with Dr. Starkie, Dr. Place and Dr. Zhou to give their final recommendations. He says they will then submit their report to supervisors and in about 2 weeks the report should be returned to the district with final recommendations. Kari MacRae asks if they meet with teachers and Dr. Place answers that they only talk to special education teachers within the spaces. Dr. Zhou adds that the review is an opportunity for the state to make sure their policies are going out uniformly to all the different districts. [Dr. Zhou mentions there are 2 letters in the folder that just came in from past audits, any idea where I can find the links?]

c. Presentation - [Budget Preview Presentation](#)

- Dr. Zhou presents a high-level overview of what can be expected at the budget hearing at the next meeting. She says it's a primer on how everything is put together and what can be expected moving forward. Jordan Geist takes over and talks about assumptions, or things that affect the budget, such as enrollment and the Governor's budget, as well as unknowns such as contract negotiations, additional grants and school choice numbers. Dr. Zhou explains that this level-services budget which is meant to deliver the same services as the year before as opposed to a level-funding budget which would allocate the same amount of money and, due to rising costs, cut services. She then explains how every dollar corresponds to a district strategy and how they all align. Mr. Geist takes over and walks through how various programs are pieced together to create the budget and offer the services the district provides. He shows a pie chart snapshot of how the budget breaks down by percentage. He says the total draft budget asked of the town is \$24,938,159, a 2.83% increase from last year, with about 4 million on top of that coming from grants and other offsets. Ryan Bagdonas asks if that is a typical increase and Mr. Geist says it's a reasonable increase, although last year was less due to ESSER money. Dr. Zhou presents the timeline going forward. Maureen Fuller asks whether the out-of-district tuition percentage listed on the pie chart is referring to special education out-of-district or school choice out-of-district or both and Mr. Geist answers that it's just special ed. Mrs. Fuller asks how many school choice students were accepted this year and how many left the district this year. Dr. Zhou says she doesn't know those numbers off the top of her head. Chair Berry asks when the decision on military mitigation money is made and Mr. Geist answers that it is in process now. Dr. Zhou adds that the Impact Aid grant has also been submitted and they are waiting on total allocation for that.
- **Other announcements**
 - Dr. Zhou says that Kelly Mooney, the Student Service director at BES, is moving on to a higher level job in D-Y, effective at the end of the month.
 - Dr. Zhou asks Ryan Bagdonas if she would like to report on the legislative breakfast she attended. She says she doesn't have a ton to say and a lot depended on where you fell in your groups and her group didn't discuss anything really pertinent to the district. Dr. Zhou adds that she was in a different group where they discussed legislation related to Circuit Breaker and how that helps with funding and how it helps now in regards to the pandemic.



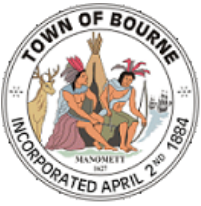
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d. School Committee Sub Committee & District Committee Reports

- Curriculum Sub Committee
 - Ryan Bagdonas updates the committee on Curriculum sub committee meeting. She says they discussed the recent PD sessions which Dr. Starkie already talked about and and touched on the Program of Studies which Mrs. Cetner will be presenting more detail on in March when more is finalized. She notes that the ELA major resource team meetings had to be pushed off in January due to Covid and that the math major resource team is still working and continuing to evaluate the resources.
- Policy Sub Committee
 - Erin Perry starts the Policy sub committee update discussing revisions to policies that already exist to include homelessness which was recommended by the state. She says the committee voted to forward those updates to the full school committee for consideration. She says they also talked more broadly about reviewing these policies and other policies relating to cyberbullying and bullying prevention and will continue to discuss at future sub committee meetings. Mrs. Perry says they spent a majority of their meeting discussing the policy related to therapy animals. Mrs. Borning and Mrs. Feehan, a guidance counselor at the middle school who is also a fully trained and licensed service animal handler, were in attendance and they talked about Mrs. Feehan's dog Shelby, a fully trained therapy dog, serving the district. She says they reviewed sample service animal policies and some revisions to an existing policy related to service animals and suggested some revisions that would incorporate therapy animals. Mrs. Perry says they will be reviewing the policy in more detail at a future meeting and will hopefully be able to bring an updated draft before the full school committee possibly at the March meeting. She says they continued the discussion on job descriptions, particularly those shared positions with the town of Bourne, such as the Facilities Director job description.

Erin Perry motions to approve the updated policies AF and JB; Seconded by Maureen Fuller; Roll call vote passes 7-0-0

- Budget and Facilities Sub Committee
 - Paul McMaster updates the committee on the Budget and Facilities Sub Committee meeting saying they reviewed the fiscal year 2022 budget and there were no major concerns or large unexpected outlays. He says they suggest having Chris Oliver join the sub committee as IT is as much a utility as lights and heating. He says Mr. Geist thanked Ted Buckley and the custodial staff for putting in the hours after the storm over the weekend. Maureen Fuller asks whether, at 90% spent already, the transportation budget can stay within what was planned. Mr. Geist answers that the money has not been spent, it has been put aside as an encumbrance so it isn't spent. Mrs. Fuller asks if these encumbrances are for specific projects that are in motion and Mr. Geist answers that they are for anticipated projects.
- SEPAC
 - Dr. Place says the SEPAC discussed the Tiered Focus Review that was coming up and what that entailed and what we were looking to get out of it. He says they also talked about the Level Up program and spent the majority of their time going over Dr. Harris's work in the district so far and what professional development she's done with the special education teachers and support personnel. She also mapped out a plan of what that's going to look like going forward and what the long term vision looks like to bring inclusion programs to a higher level than they already are.

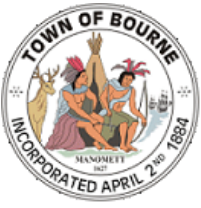


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- Student Advisory
 - Viveca Stucke says the Student Advisory Committee is looking for current sophomores and juniors who will take over the Student Advisory Committee next year. She says she and Kai Chen met with the student council to try to identify interested students. Vivica says they are also looking at what current junior will be taking over the chair position next year.
- District Diversity, Equity and Inclusion Committee
 - Dr. Starkie updates the committee on the DEI committee meeting in January. She says they discussed student listening sessions that they would like to conduct in the Spring and they have invited Barnstable No Place For Hate to their February meeting to give suggestions on how to run those student listening groups. She notes they have also made contact with the same person who presented for DESE, who will be there as well to give some advice about how to shape those groups to include all students. She says that they also have Dr. Harris and Dr. Wornum scheduled to present to the committee as well. Chair Berry asks what a student listening group is and Dr. Starkie answers that it is an opportunity for students to talk about their lived experience in the school and in the community around topics of diversity, equity and inclusion.
- District Technology Committee
 - Chris Oliver updates the committee on the January 27th Technology committee meeting. He says they had a productive meeting discussing Chromebook inventory, new filtering software on Chromebooks, a new anti-virus program, and data back up issues for server infrastructure. He says that after talking to Mr. Geist they were able to move forward with a new appliance that will provide state-of-the-art protection to the district for ransomware and other types of cybersecurity threats. Mr. Oliver says he has entered into a student data privacy consortium and was able to enter into agreements with a lot of our software platforms and digital curriculum platforms to make sure that they protect our student data that is sent to them. He notes that he was able make the deadline for the federal Erate program where BPS is able to get a reimbursement of 60% for not only internet service but also for some internal connections such as wiring, security appliances and servers which will bring the cost of the new firewall to around 16k and that is going to be paid by savings of not having to renew some of our current subscriptions and IT contract services. Mr. Oliver says the next committee meeting will talk about some policies and procedures and what's going on in the classrooms, looking at types of software and applications that teachers use.

5. DISCUSSION ITEMS

- a. Continued discussion on preparation of the FY23 Budget
 - Chair Berry asks a follow up question about the school resource officer position discussed at the last meeting. She says the interim chief of police did state that there should be 2 school resource officers to maintain the best safety possible in the schools and she is curious if there's been any discussion on how a second school resource officer can be obtained. Dr. Zhou answers that she does have a direct answer but can share that from their perspective they are hoping to advocate that the police department can put that in their budget. She says they haven't been able to meet on that but she recently found out there has been some reallocation of time where the current SRO was asked to be onsite at UCT one day a week and she's still trying to figure out why this sudden change was made.



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6. ACTION ITEMS

- a. Vote to approve the minutes of 1/5/2022

Ryan Bagdonas motions to approve the minutes from 1/5/2022; Seconded by Paul McMaster; Roll call vote passes 7-0-0

- b. Vote to accept amendments to Superintendent's Contract

Ryan Bagdonas motions to approve the amendments made to the Superintendent's Contract; Seconded by Paul McMaster; Roll call vote passes 6-0-0, Student Rep. Viveca Stucke not eligible to vote

- c. Vote to approve the development of Cape Cod Collaborative Capital Reserve Fund
- Maureen Fuller explains that the Cape Cod Collaborative needs each town's school committee approval to establish this fund but does not obligate the towns to fund the capital plan.

Maureen Fuller motions to accept the establishment of the Cape Cod Collaborative Capital Reserve Fund; Seconded by Paul McMaster; Roll call vote passes 7-0-0

- e. Vote to approve Warrants and Payroll

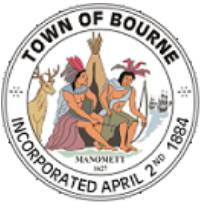
Paul McMaster motions to approve Warrants and Payroll; Ryan Bagdonas seconds; Roll call vote passes 6-0-0, Student Representative Viveca Stucke not eligible to vote

7. FUTURE AGENDA ITEMS

- Kari MacRae asks whether a future agenda item will include discussion on the mask policy. Chair Berry answers that she and Paul McMaster will be attending an upcoming joint labor management meeting and plan to bring that conversation forward with that group first and it will definitely be a discussion on the agenda for the next meeting.
- Dr. Zhou adds that it should be decided when to see the therapy animal policy and the Program of Studies presentation as the first March meeting will be lengthy with the budget discussion.

8. ADJOURN-PAUL McMASTER MOTIONS TO ADJOURN; RYAN BAGDONAS SECONDS; MOTION APPROVED 7-0-0

Meeting ended at 8:00 PM



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

Agenda Item	Document
0	School Committee Agenda
4c.	BPS FY23 Budget Preview
6a.	SC Meeting Minutes-1/5/2022
6d.	Updated AF (draft)
6d.	Updated JB (draft)

RESPECTFULLY SUBMITTED,

Jessica Moerman
Recording Secretary