

Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, September 1, 2021

TIME: 7:00 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Emily Berry; Paul McMaster; Erin Perry; Steven Strojny; Kari MacRae; Maureen Fuller; Ryan Bagdonas; 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 7:00 PM.

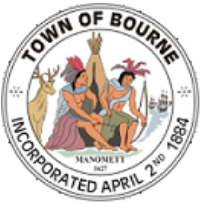
2. PLEDGE TO THE FLAG

All stand for the Pledge of Allegiance.

3. REPORTS AND PRESENTATIONS

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

- Correspondence & Announcements

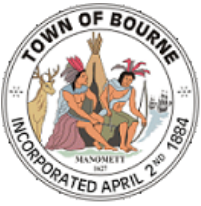


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- Chair Berry announces that Executive Session was convened to discuss a complaint made by a member of the community about a School Committee member regarding a posting on social media. SC has discussed and reviewed this matter and has determined that some of the postings violated the core values of the Bourne Public Schools. The committee will have a public resolution to address this matter at the next meeting. Ms. MacRae apologized to the committee for her postings and will have a more formal statement at the next regular meeting.
- Chair Berry welcomes the new members of the Student Advisory Committee and asks Viveca Stucke to introduce them. Viveca introduces Seniors Kai Chen (in attendance) and Emily Sullivan (not in attendance) and Juniors Isabella Palumbo and Micheal Russo (in attendance) and Hannah Wenzel (not in attendance).

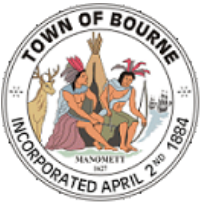
b. SUPERINTENDENT'S REPORT, *Dr. Kerri Anne Quinlan-Zhou, Superintendent of Schools*

- BPS Back to School 21-22
 - Dr. Zhou says the first few days of school have been fantastic and plays a slideshow of pictures that includes new teacher orientation, outdoor convocation, and first full days with students at all 4 schools. She applauds the administration team for their efforts getting schools prepared for opening, as well as those who worked through the summer on circummmum, with students, and preparing buildings. She says her visits to schools were as normal as could be.
- Curriculum Instruction and Assessment, *Dr. Barbara Starkie, Assistant Superintendent*
 - Dr. Starkie takes over and says curriculum and instruction started right away and is going great all around. She says PD over the summer included data team training, UDL boot camp, HoverCam training, summer curriculum work, and 2-day new staff training for 25 new staff members. She thanks Tara Stanton, Beth Nolan, Lisa Fournier, Principal Norton, and Tina Canterbury for putting that together. Upcoming PD opportunities will include a UDL graduate course, HoverCam training at BMS, as well as Dr. Kalise Wornum of Mass. Safe Schools who will be working with staff on issues of cultural responsiveness and DEI.
 - Dr. Starkie says a chromebook agreement that was written by Christopher Santos, Director of Technology, has been adopted and will be used in the district. The agreement will go out to students in Grades 6-12.
 - Dr. Starkie states that she has started an Instagram account, @bourne.teachingandlearning, to highlight students and staff and the great work that's happening in Bourne.
- Facilities and Budget, *Jordan Geist, Director of Business Services*



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- Jordan Geist takes over and thanks the maintenance and custodial staff. He states it was a challenging summer with a lot to do but, even short staffed, they were able to pull together and get a lot done to open.
 - Mr. Geist states that all rooftop air handling units were changed to MERV13 filters.
 - Mr. Geist thanks Sue Downing. This year the district continued with transportation sign-up with a deadline but left it open to people just moving into the district. He says things went flawlessly getting the kids into school despite late sign ups and labor shortages. The district will continue to seek 2 additional drivers to spread out some of the longer, more crowded routes.
 - Mr. Geist also thanks Darlene Grealish for her work with the food service program. Students will continue to receive free breakfast and lunch this school year. He says more people seem to be participating and that last minute menu changes will most likely occur due to food supply chain issues.
 - Mr. Geist says projects that were completed this summer include replacing rubber mats at the upper playground at BES and the capital outlay project at BMS which had been delayed due to supply chain issues. That project included masonry repairs, small roof replacement over gymnasium entrance, temporary repairs to shingle roof where they could, and window sealant repairs.
 - Mr. Geist states that 40 hover cams with flat panel displays were completed at BMS and 10 more will be rolled out in the first quarter at BHS.
 - Mr. Geist notes that they are still trying to work through issues with the D wing roof at BHS and that will be the next thing to tackle, along with fully addressing the BMS roof. He is working with Tremco to find temporary solutions to the most persistent leaks.
 - Mr. Geist says not a lot was done this summer at BIS but the last water leak report was received today and one more repair is needed in the 3rd grade team room. He expects the last construction meeting will take place soon.
 - Mr Geist says it is early in Budget season but that payroll is getting up and running and over to Town Hall. He states that Dr. Starkie and Dr. Zhou are taking the lead on applying for ESSER 3 money. He notes that it is a big pot of money and would help fund positions that would help students in need dealing with the pandemic and the impact it's had on them.
- Student Services and Special Education, *Dr. Ryan Place, Director of Special Education and Student Services*
 - Dr. Place takes over and thanks the Extended School Year program which was the biggest group ever with 82 students and 41 staff involved. He also thanks Mrs. Carpenito for housing the program.
 - Dr. Place reports that they will continue working with Deborah Harris, a specialist in inclusion training and inclusion services. They are working to develop a 3-year plan to revitalize instruction for students and educators with educational disabilities. The plan will include techniques to address educational disabilities in the context of general ed classroom, and looking to



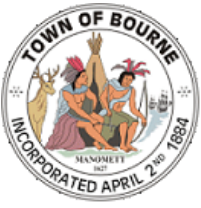
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maximizing skills of ESP and accountability strategies that we can implement to make sure that these practices are sustaining past PD.

- Additional Announcements
 - Dr. Zhou finishes her report with a few more announcements. She says that the district has hired a 5th nurse who will be a floater and help out where needed and that Dr. Place will be the Covid lead for this year.
 - Dr. Zhou then shares the main priority for this year as shared with staff at orientation and convocation: sustained in person learning that is equitable, engaging and excellent. She notes that this includes the health and wellbeing of all students and staff.
 - She states that the District Strategy will be presented at next meeting but wanted to highlight the 3 main themes of the strategy's instructional core which are: empowering educators to provide equitable engaging excellent instruction, supporting all students through social-emotional learning and behavioral supports, and sustaining district and school culture and climate through communication and collaboration.

c. School Committee Sub Committee & District Committee Reports

- Policy Sub-Committee: report from 8/4 & 8/23
 - Erin Perry updates the Committee on the meeting held August 4th. Erin talks about the review of 2 new job descriptions, Director of Technology and School to Career Pathways Coordinator. She says the sub committee provided minor feedback and discussed adding constancy among all job descriptions possibly using the Director of Technology job description as a model.
 - Erin says they also discussed SC goals for the 21-22 school year. They focused on strengthening stakeholder engagement through communication and collaboration and identified specific elements of that goal to bring back to SC at the next meeting.
 - Erin notes that future agenda include approval of administrative assistant job description, descriptions for specialist subjects, and long term substitute and building-based substitute job descriptions.
 - Erin then moves on to the meeting held on August 23rd which she wasn't able to attend but says the meeting was focused on the draft masking policy as well as a brief discussion on the CHRI policy which still needs further review.
- Curriculum Sub-Committee: report from 8/18
 - Kari MacRae updates the committee on the meeting held August 18th. She announces the major resource team recommendation for this year will be Math based on data.
 - She says the course descriptions for Theater and Language Arts and Study and Research Skills were reviewed and approved and will be voted on later in the meeting.



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- Kari talks about WIN block and says that STEAM will be a big part of WIN and the curriculum will change every 6 weeks.
- She says they also discussed the Library Media Specialist curriculum planning. The position will support ARC and WIN as well as traditional library research time depending on class.
 - Chair Berry asks if the Library Media Specialists will be a part of WIN or a special. Dr. Zhou answers that will differ based on schools but essentially they will be both a special as well as a WIN class for some students.

d. Other Announcements

- Dr. Zhou announces that an Innovation Pathways planning grant of 30k was received. She thanks the writing team of Kelly Cook, Ann-Marie Strode, Amy Cetner, Janake Christensen, and Kim Iannucci. She says this grant will allow us to continue working with MassHire to research what pathway to apply for as well as apply for a future grant to fund training, staffing and equipment to choose which pathway to onboard first. Innovations Pathway are about college and career readiness and an articulated path towards a set of careers.
- Dr. Zhou talks about the upcoming 20th Anniversary of September 11th. She says the district will commemorate the occasion on September 10th with a moment of silence at 8:46 AM.. This will be a state-wide moment of silence launched by Project 351, a service project at the middle school level.

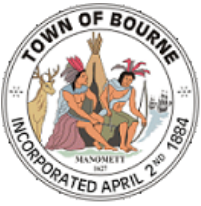
4. PUBLIC INPUT

Kerrie Scofield, of Pocasset, speaks in support of the mask requirement. She states that students have been wearing masks for over a year and can certainly handle it. She feels we underestimate students' resilience. Kerri's 6th grader was forced to go remote twice last year after being a close contact and she says this was very detrimental. She says that kids need to stay in school and masking gives us a chance to have a normal school year.

5. DISCUSSION ITEMS

a. Discussion of the Superintendent's Evaluation

- Dr. Starkie begins presenting the Superintendent's Evaluation Powerpoint presentation. Chair Berry explains that each school committee member filled out their own summative report and she, as the Chair, worked with another member to compile and prepare the presentation. The evaluation is based on 4 standards. She then goes through each standard and the ratings Dr. Zhou received.
 - Standard 1 Instructional Leadership-86% proficient, 14% exemplary
 - Standard 2 Management and Operations-71% proficient, 29% exemplary
 - Standard 3 Family and Community Engagement-86% proficient, 14% exemplary
 - Standard 4-Professional Culture-71% proficient, 29% exemplary



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Emily goes on to say Dr. Zhou's overall summative rating is Proficient and that she met the 3 goals of professional practice, student learning, and district improvement. She then reads the Overall Rating Summary comments.

- Emily states it was hard to limit all the positive comments and feels that is a testament to Dr. Zhou and how hard she worked during such a challenging time. She invites other members to comment.
- Ryan Bagdonas states that instead of just getting through a tough time Dr. Zhou put us in a better place than we were before which couldn't have been expected of anyone. Ryan says she is excited about Dr. Zhou's future in the district.
- Erin Perry adds that during this challenging time Dr. Zhou was very communicative with SC as well as families and students, and it has put us in a better position from a communication standpoint. Erin hopes this continues and says she appreciates Dr. Zhou actively seeking thoughts and opinions about how to move forward as a district.
- Maureen Fuller acknowledges that Dr. Zhou couldn't have done it herself and commends her for motivating and developing relationships with staff to fulfill the vision she had for us. She says it takes a lot to develop that mutual respect and confidence in her to deliver what, as a team, they were able to deliver. She then thanks the administrative staff for working together.
- Dr Zhou states that the comments are humbling and none of it could be done without the admin team and staff and it's a testament to the whole district.
- Paul McMaster says that Dr. Zhou is being overly humble and that in the middle of a pandemic every decision could be potentially divisive but leadership unites. He says Dr. Zhou consistently promoted the talents of the work of everyone around her, not taking praise but she was the invisible hand through all of it. Paul hopes the town realizes how lucky we are to have Dr. Zhou here navigating the ship for the kids.

Steve Strojny motions to accept the report as submitted; Seconded by Paul McMaster; Roll call vote 7-0-0 (Viveca Stucke cannot vote on personnel matters)

b. Discussion of Course proposals

- Chair Berry says the course proposals being reviewed are Theater and Language Arts and Study and Research Skills, both are middle school courses.
- Christine Borning goes to the podium and says she is grateful and lucky to be in a position to implement more courses for the 6th grade in particular. She explains that both courses being proposed are half year courses. She says Theater and Language Arts is a Theater class that will cover many ELA standards by exploring theater and Study and Research Skills is a class where students will work on Executive Function skills as well as accessing the media center and researching.
- Maureen Fuller asks if the Theater and Language Arts class is separate from the production the Middle School puts on. Mrs. Borning states that the class is separate from the after school Drama Club that puts on musical theater productions.



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Steve Strojny motions to approve Theater and Language Arts and Study and Research courses at the Middle School; Seconded by Paul McMaster; Roll call vote 8-0-0

c. Discussion on Town of Bourne fuel efficient vehicle policy

- Chair Berry says the fuel efficient vehicle policy and Powerpoint can be found in folders.
- Jordan Geist recommends approving fuel efficient vehicle policy. He says 98 percent of school vehicles will be exempt and this policy would only impact the district when replacing vans down the road.
- Glenn Cannon, Assistant Town Administrator, says what the policy asks is that when you replace an old vehicle that you purchase a more fuel efficient vehicle.
- Dr. Zhou states that this policy is part of the Green Communities Initiative and the school system supports that. She says that we would be signing on to the town policy as a joint statement of support.
- Chair Berry states that the slideshow linked to the agenda shows the majority of the state is already green designated.
- Janice Marks, Clerk of Energy Advisement Committee to the Selectmen, speaks on the process the town is going through to be designated a green community and the various steps that are being taken to receive a 172k grant. She says that if approved, the town will need a letter on letterhead to submit with the grant application.
- Margaret Song of Cape Light Compact tells the committee that they will be coming to front of SC at a future date regarding the energy reduction plan which will include the schools and energy improvements that can be made there.

Steve Strojny motions to adopt the Town of Bourne fuel efficiency policy; Seconded by Paul McMaster; Voice vote unanimously in favor

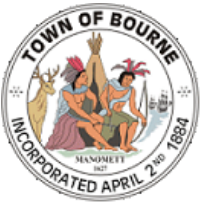
d. Discussion on proposed district calendar change

- Dr. Zhou explains the proposed district calendar change is to move the March 23, 2022 half day to March 30, 2022 as the state's mandatory HS ELA MCAS date falls on March 23rd.

Steve Strojny motions to accept the revised district calendar for SY 2021-22; Seconded by Paul McMaster; Voice vote unanimously in favor

6. ACTION ITEMS

- f. Vote to approve the minutes of:
 - Regular Session - N/A
 - Executive Session - N/A



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- g. Vote to approve Warrants and Payroll

Paul McMaster motions to approve Warrants and Payroll; Seconded by Steve Strojny; Voice vote unanimously in favor

7. FUTURE AGENDA ITEMS

Future agenda items are discussed among Members and Administrators.

8. ADJOURN-STEVE STROJNY MOTIONS TO ADJOURN; SECONDED BY PAUL MCMASTER; VOICE VOTE 8-0-0

Meeting ended at 8:05 PM

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

Agenda Item	Document
0	School Committee Meeting Agenda
3b.	Back To School Slideshow
3b.	Draft BPS Chromebook User Agreement
3d.	Bourne Innovation Pathways Planning Grant Letter
5a.	Superintendent Evaluation Powerpoint
5a.	Superintendent Evaluation Summative Report
5b.	Theater and Language Arts Course Proposal
5b.	Study and Research Skills Course Proposal
5c.	Town of Bourne Fuel Efficient Vehicle Policy
5c.	Green Communities Powerpoint
5d.	Proposed Change to 2021-2022 School Calendar

RESPECTFULLY SUBMITTED,

Jessica Moerman
Recording Secretary