



# Bourne Public Schools

## BOURNE SCHOOL COMMITTEE

### Regular Meeting Minutes

**DATE:** Wednesday, May 5, 2021

**TIME:** 6:30 PM

**PLACE:** Remote Access Meeting

#### ATTENDANCE

**SCHOOL COMMITTEE MEMBERS PRESENT:** Chair Emily Berry; Paul McMaster; Erin Perry; Steven Strojny; Maureen Fuller; Ryan Bagdonas; Student Representative Viveca Stucke

**SCHOOL COMMITTEE MEMBERS ABSENT:** Chris Hyldborg

**OTHER ATTENDEES PRESENT:** Dr. Kerri Anne Quinlan-Zhou, Superintendent; Melissa Ryan, 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 6:30 PM. Emily has two announcements:

This is Teacher Appreciation Week and on behalf of the School Committee she thanks every teacher for their dedication and incredible work they have put in this year to educate our children!

She announces that this is the last SC meeting before elections. Chris Hyldborg will not be at this meeting but will join us at the June meeting so that we can give him well deserved recognition for his years of service.

#### 2. PUBLIC INPUT

#### 3. REPORTS AND PRESENTATIONS

##### a. Presentation by Student Advisory

- Student Advisory Committee developed by Council members: Viveca Stucke, Kai Chen, Sophia Sederman, Sophia Amaral and Emily Sullivan
  - Bourne School District Virtual Learning Presentation – Viveca Stucke begins the presentation by naming the students that created it. Kai Chen, Sophia Sederman and Viveca will be presenting to the Committee this evening.

🌈 **BES** – Kai Chen talks about what students are doing since the transition to an in-person model.



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- Over the month of April the school has had many activities. The first week of April was Spirit Week, BES Pride on Monday, Tropical Tuesday, Wednesday was Wacky Thursday, Top Hat Thursday and Great Color Day on Friday. April is Month of the Military Child and the elementary students have been showing their support by having a Purple Up Day when students and staff wear purple to honor our military. April is also Poetry Month and over vacation the elementary students had a Patriotic Poetry Walk and also had a Poem in My Pocket day on April 29<sup>th</sup> which allowed students to share their poems with others throughout the school day.
- May will have students honoring their teachers during Teacher Appreciation Week. Future events are planned for pre-registered Kindergartners and for students transitioning to the next school.
- BIS** – Sophia Sederman talks about student plans for their transition to an in-person model. She thanks Lisa Dix and Principal Jane Norton who provided information for this presentation.
- The largest effects of the pandemic have been the lack of human interaction. The administrators are making every attempt to improve this through highlighting connections. As with the BES, the Intermediate School has a student-created video sharing experiences as a military child. The school also had a Purple Up Day to show their support of military students and their families on April 16<sup>th</sup>. Their re-opening day on April 5<sup>th</sup> included balloons and signs welcoming students back to school. The students put together a Virtual Singers recording which they recorded at home and was put together by Dr. Smith to create a video of what a wonderful world it is together when we are all together.
- There is a student's walking club where students walk the track during their recess and this year have logged over 600 miles! In the 10 year span of the Club the students have logged over 25,000 miles!
- BMS** – Viveca talks about Music at Bourne Middle School. Music teachers, Mrs. Salgado and Mr. Haskell, have been able to adapt to the social distancing challenge and incorporate music into student's everyday lives. The Virtual Choir was able to compile clips of them singing "Hallelujah" and then Mrs. Salgado produced a performance.
- There has been an ability to have a fluid academic transition into virtual learning. On-line resources have been used to fulfill their academic quests. Students met with Judith Froman, Chairperson of the Bourne Board of Selectmen to get her help for their Civic Action Project. The BMS also had a Poem In My Pocket Day so the students connect academics to a social component.
- Students are still able to participate in art activities. Pictures of students show the "ugly dolls" they created in art class so they are able to feel their schedules are still traditional in the different learning environment.
- The last slide of this school's presentation are pictures of students back at school!
- BHS** – Viveca begins the HS presentation with sports at the High School. They have been very fortunate to have fall and winter sports this year. They still follow COVID distancing guidelines and have adjusted to the new rules especially having to play with masks on at all times. Athletes are required to fill out a COVID self screen so that their athletic trainer, Mackenzie Corrigan, can determine their eligibility to play.
- The BHS Drama club has also been very busy. They pre-recorded their production of "Charlotte's Web" and streamed it on April 9<sup>th</sup> and 10<sup>th</sup>. The Club just announced their upcoming spring musical "You're A Good Man Charlie Brown" which is expected to take place in late May.
- Advanced Placement Classes have been ongoing at the high school. Teachers have had to change the ways they teach in order to adjust to COVID requirements. For instance, English classes are not allowed to pass out worksheets and science classes are having to initiate experiments through other means such as Pivot Interactive Labs. AP testing is expected this month and sends big thank you's to all the teachers for preparing students for exams through a computer screen.
- Spirit week was last week. The high school had America Monday, Tropical Tuesday, Workout Wednesday, Throw-back Thursday and Purple and White Day on Friday. Bourne Spirit is still going strong and students were happy to be back together.



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- Chair Berry says that there is so much being done at the schools, especially music. It was an amazing presentation.
- Maureen Fuller thanks the students that presented and the students in school maintaining their studies and positive attitude. She appreciates that everyone has put their heart and soul into everything!
- Jordan Geist says that he and Amy Cetner have been working in this District for 26 years and he states that this was the best presentation he has heard at a SC meeting. He is so proud of how far we have come especially during this COVID time.

## B. Superintendent's Report, Dr. Kerri Anne Quinlan-Zhou

- Update on Entry Planning
  - Kerri states that she has completed the Learning Walks at each school and that it was great to see how happy the students are to be back at school. This is Teacher Appreciation Week and she recognizes and thanks the teachers, ESPs and staff that have worked relentlessly to educate and assist our students.
  - Thank you to everyone that filled out the survey. There were approximately 200 responses and she will be compiling this data for review. Dr. Zhou talks about setting up focus groups. She had a successful focus group with the PTA. She expects to have more, two with staff members, and other key groups such as the SEPAC.
  - She expects to have a report available for the School Committee in June.
- Update on Assistant Superintendent Search
  - Dr. Zhou states that the application process closes today. A search committee is being put together and led by Jordan Geist as there were about 28 applicants for this position. The search committee should get finalists to Kerri by the end of the month. She expects to have a finalist for recommendation and approval to the School Committee in June.
- Updates on Reopening
  - Update on all schools in session
    - 🚩 **BMS** – Principal Christine Borning talks about the transition to in-person learning at the Middle School. BMS had students returning from remote only and homeschooling. For 6<sup>th</sup> graders that had not yet been in the building, School Counselor Mrs. Feehan offered an orientation to assist them.
    - 🚩 Class sizes range from 15 to 20 students which allows them to maintain 4 feet of social distancing. A great big thank you to Assistant Principal Dave Lundell for rebuilding the 8<sup>th</sup> grade schedule so that those classes would be balanced. He also spent April vacation with the custodians setting up the new desks. An additional space was added for lunch which has helped with keeping students spaced apart.
    - 🚩 The transition was incredibly smooth which is a testament to our staff. Christine feels the positive energy in the hallways and amongst the teachers.
    - 🚩 She thanks the parking lot crew of teachers and ESPs for making pick up and drop off of students move so well, especially with student traffic doubling since the return.
  - 🚩 **BHS** – Principal Amy Cetner talks about the kick-off of the return of students with Spirit Week and how great it was to see the students so happy and dressed up. There was another celebration for our Academic All Stars. The South Coast Conference recognizes the top 5 students in each school and has them participate in a virtual celebration. The students are Sophia Amaral, Olivia DeSantis, Amelia Kapuscinski, Sophia Sederman and Serena Tura.



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- ✚ This week was MCAS testing which has gone very smoothly especially having most students in the building. As the weeks have been progressing they are seeing more remote only students requesting to return to in-person. Amy states that they are diligently working to honor these requests.
- ✚ Everyone is excited to return - especially teachers having normal classrooms again.
- Latest Information from MA DESE – Dr. Zhou talks about the new information from the CDC on the 3 feet distancing requirements. At this time, we are not implementing it until we hear from the DPH and the BPS physician.
- Budget Update
  - Jordan Geist starts his budget update with the document in the SC folder. We were able to encumber salaries so that these funds will be set aside and not available for anything else. To date, we have expended 92% of this budget which includes the additional \$100,000 transfer from the Special Ed Stabilization Fund.
- Summer Programming (Extended School Year; Acceleration Academies; Tutoring)
  - Federal funding has allowed us to offer more summer programs to students than ever before which will have different acceleration academies to assist students. The extended school year special education program will again be available this summer.
  - Dr. Place talks about the programs available for special ed students. There will be intensive learning programs for all levels, the Pre-K program, Slide into Learning program with the Bourne Rec., and tutoring for students that are behind. He is working with the Gleason YMCA where we plan to run a Social Services Camp for approximately 18 students.
  - Melissa Ryan highlights a 2021 Summer Programs flyer that will be sent to families once updated and complete. The flyer will have information on the Extended Year, Acceleration, and Slide with Learning programs.
    - Emily asks how it will be determined who is recommended to the Acceleration Academies? Melissa states that the data collected through assessments and teachers recommendations will inform us on students that need additional help. The Middle School has sent out information and BHS students are aware of the academies based on their grades. For the elementary students that receive an invitation, are they aware that they are invited because of their learning loss? Yes, they will be notified that it is strongly recommended that their student attend.
    - With the help of Jordan Geist, Melissa notes that some of the funding will go in to transportation.
    - Emily asks if the school administration will reach out to parents and the answer is yes they will.

## C. Chairperson's Report

- Correspondence and Announcements:
  - Summer meeting and retreat discussion – This will be coming up in July with a new member to the board. They are looking at July 23<sup>rd</sup> which would be best but July 27<sup>th</sup> is also available.
  - Town Charter Review Committee Survey – The Committee put out a survey for town members for input on the Charter. This survey will also be sent to families for input.
  - Town Meeting Update – All funding for Bourne Public Schools was passed. Jordan states that they also agreed with the Capitol Outlay projects.

## D. School Committee Sub Committee Reports

- Policy Sub-Committee Report



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- Erin Perry updates the Committee on the agenda items. They discussed the new and revised job descriptions, the School Committee recognition award, and the Student Representative on the School Committee Policy. She notes that they are up for vote and approval this evening.
- The Policy Sub-committee reviewed and amended several job descriptions, Nurse, Nurse Leader, Executive Assistant to the Special Education Director, Intervention Teacher and Library/Media Center Teacher.
- The student recognition award will be named the Navigator Award. They reviewed and discussed drafting a description of the award and a draft nomination form. We are suggesting that if we could open up the nominations quickly we could award it before the end of the school year.
- After discussions there were no additional changes made to Policy JIB. We are requesting the SC vote and approve this policy.
- Facilities and Budget Sub-Committee report
  - Steven Strojny states that they lacked a quorum so they were unable to officially meet. Dr. Zhou recommends that we do vote on this tonight.
  - Jordan talks about the Collaborative being responsible to transport our general education students. This is the 2<sup>nd</sup> and last extension of our agreement. The vote and approval is for the 2<sup>nd</sup> and one year extension of contract on the price based on the costing template which is based on routes and the number of buses needed. Jordan recommends we continue partnership with the Cape Cod Collaborative.

*Steven Strojney motions that BPS exercise its option to extend our transportation agreement with the Collaborative for the school year 2021-2022 utilizing the agreed upon cost template; Seconded by Maureen Fuller; Roll call vote 6-0-0*

- Curriculum Sub-Committee Report
  - Maureen Fuller talks about the many Curriculum updates. There was discussion on a major resource for History and Social Studies that they are looking at materials right now to have something in place for next year. Financial literacy, the summer curriculum work and the math and literacy institutes as well as the academies were also discussed.
    - Emily asks about the reading program that was adopted for the lower grades and if it will be continued. Melissa Ryan states that not only is it in the budget but we are hoping to pre-pay with some left-over funds.
- SEPAC: next meeting May 24<sup>th</sup> at 6:00 pm
  - Dr. Place states that at next meeting they will be electing officers and will go over the Basic Rights and Responsibilities in Special Education.

## 4. DISCUSSION ITEMS

## 5. ACTION ITEMS

- a. Vote to extend the option of general education transportation contract with the Cape Cod Collaborative for the School Year 2021-2022.
- b. Vote to establish the School Committee Navigator Award – Emily discusses the award which will open May 6 to May 28<sup>th</sup>. Maureen asks about after the nominations are in, how will a student or students be selected. Emily references the overview of the award for selecting of a candidate(s) who will be awarded in June. Paul asks if a student is



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nominated by a staff member do they automatically receive an award? This is not an award that will be given to all students as they must meet the criteria. Dr. Zhou explains the process of meeting the criteria for a student to receive this award.

*Erin Perry motions to approve SC Navigator Award; Seconded by Maureen Fuller; Roll call vote 6-0-0*

- c. Vote to approve Revised JIB policy – Maureen Fuller asks how soon in the fall will the representative be elected. Emily states that the process should be discussed further before anything is set. Maureen questions the term of the representative which Emily believes should be further discussed. Mrs. Cetner says that usually the student representatives are elected at the end of the school year for the following year.

*Steven Strojny motions to approve the JIB Policy as written; Seconded by Steven Strojny; Roll call vote 6-0-0*

- d. Vote to approve Revised and New Job Descriptions

-  Intervention Teacher
-  Library/Media Center Teacher
-  Nurse
-  Nurse Leader
-  Executive Assistant to the Special Education Director

*Steven Strojny motions to approve the Job Descriptions as a slate as presented; Seconded by Maureen Fuller;*

- Maureen asks if the EA to the Special Education Director is just an update or a new position. She is told that this is an update to that job description. Dr. Place explains why this job description was updated to reflect what Karen Paulsen does in a day.
- Maureen questions the Nurse Leader position. Is this person hired every year or is it part of one of the current nurses selected to get this position? Mrs. Ryan states that this position is a stipend position for current nurse. A nurse is hired and part of her duties is to be a Nurse Leader. We have not had a nurse refuse the Nurse Leader position yet.

*Roll call vote 6-0-0*

- e. Vote to approve SC Minutes: 2/3/21, 3/3/21, 3/17/21

*Maureen Fuller motions to approve the SC Minutes as presented; Seconded by Steven Strojny; Roll call vote 6-0-0*

*Maureen Fuller motions to approve the SC Executive Minutes on 2/3/21; Seconded by Ryan Bagdonas; Roll call vote 6-0-0*

- d. Vote to approve Warrants and Payroll

*Paul McMaster motions to approve Warrants and Payroll; Seconded by Maureen Fuller; Roll call vote 6-0-0*

## 6. FUTURE AGENDA ITEMS

Future agenda items are discussed among Members and Administration



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Jordan Geist sends a huge shoutout to three staff members that without them the reopenings wouldn't have happened so smoothly. They are Sue Downing, Transportation Coordinator, Darlene Grealish, Food Service Manager and Ted Buckley, Head of Maintenance and Custodial staff.

Dr. Zhou announces the many Appreciation Days this month; Assistant Principals Day and Principals Day along with Teacher Appreciation Week! May 7<sup>th</sup> is Lunch Hero Day and May 12<sup>th</sup> is School Nurses Day. The Senior's last day is May 26<sup>th</sup>, go Seniors! The Retiree Recognition Celebration is schedule for the morning of May 28<sup>th</sup>. For the weekend of the 23<sup>rd</sup> through the 24<sup>th</sup>, we will be outside watching "You're A Good Man Charlie Brown" presented by the Drama Club.

Kerri requests approval for the Josephine Lewis Scholarship. It is a \$500.00 Scholarship that is recommended by the HS Guidance Department and the Superintendent and voted on by the School Committee. This year this scholarship is going to Grace Leach who is planning on attending Assumption University to pursue a career in nursing.

*Maureen Fuller motions to put the Josephine Lewis Scholarship on the Agenda to be voted on this evening;  
Seconded by Steve Strojny; Roll call vote 6-0-0*

*Maureen Fuller motions to accept Grace Leach as the recipient of this Scholarship as recommended by the Guidance Dept;  
Seconded by Paul McMaster; Roll call vote 6-0-0*

Paul McMaster states that Jordan is too modest when talking about the unsung Heroes and that Jordan should be considered one of them! Thank you for your leadership, Jordan!

## 7. STEVEN STROJNY MOTIONS TO ADJOURN; SECONDED BY MAUREEN FULLER; ROLL CALL VOTE 6-0-0

Meeting ended at 8:00 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente  
Recording Secretary

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

Agenda Item	Document
	School Committee Meeting Agenda
3a	Presentation by Student Advisory Council
5a	Transportation documents
5b	School Committee Navigator Award
5c	JIB Policy



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5d	Job Descriptions – Intervention Teacher, Library/Media Center Teacher; Nurse; Nurse Leader; Executive Assistant to the Special Education Director
5e	School Committee Minutes – Exec: 2/3/21; Reg: 2/3/21, 3/3/21, 3/17/21
6	Lewis Scholarship approval request