

SCHOOL COMMITTEE

Curriculum Subcommittee

Policy subcommittee

Special Education Parent Advisory Council (SEPAC)

Preliminary Screening

Bournedale Elementary School Committee

SCHOOL BUILDING COMMITTEE – BOURNE INTERMEDIATE
SCHOOL

MEETING NOTICES 2019

Vol. 6

BOURNE SCHOOL COMMITTEE MEETING

DATE: January 9, 2019
TIME: 6:00 PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY

2019 JAN -7 PM 2:47

BOURNE

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

6:00 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with BEA [UNIT A Teachers MOA, Superintendent] personnel. To discuss strategy with respect to collective bargaining [Educational Support Personnel/Admin Assistants] or litigation [AFSCME Arbitration] if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES:

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence (Letter received- CJH), (Superintendent & Subcommittees)
- 2) 10 Min Student Report- Daniel Strode, Introducing Patrick Sweeney
- 3) 05 Min Overnight Field Trip BMWORR Girls Ice Hockey
- 4) 10 Min BEA Request for Resolution in Support of Full Funding – Lauri Gilbert
- 5) 10 Min Response to Community Discussion on Recreational Marijuana in Bourne
- 6) 10 Min Substitute Teacher Daily Rate Increase
- 7) 10 Min Bourne School Building Committee report

8) SCHOOL COMMITTEE BUSINESS

- 9) 02 Min Accept SC minutes
- 10) 10 Min SI Eval (Introduction)
- 11) 15 Min Policy – January 22, 2019
- 12) 10 Min Facilities & Budget – January 23, 2019
 - Capital Projects FY20
 - Operating Budget FY20
- 13) 10 Min Curriculum – January 7, 2019
- 14) 05 Min Review and propose future agenda items
- 15) 05 Min Confirm next meeting date and location-5:30, Feb. 6, 2019

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Time Capsule Update- Feb
- o Bourne Education Foundation - Feb
- o Transportation Update – Feb
- o BIS Transition Update – Feb
- o SY19-2020 Calendar - March
- o FY19 Line-Item Transfers - Feb
- o Fiscal Year 2020 Hearing - March
- o School Choice Vote - Apr



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, January 9, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Steven Strojny; Erika Fitzpatrick; Robert Duprey; Ronda Tobey; Student Representative Daniel Strode

SCHOOL COMMITTEE MEMBERS ABSENT: Jennifer O'Neil

OTHER ATTENDEES PRESENT: Steven Lamarche, Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning; Jordan Gelst, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:32 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Announcements

Assistant Superintendent Melissa Ryan

- The Bourne Middle School Band Concert was a great event this year. This is the first year it was after the start of the new year.
- PBIS teachers met with George Sugai today and this meeting was very productive. Two sub-committees have been set up for this team and a monthly meeting is scheduled for next week. The team would like to come before the School Committee at a later time to give an updated presentation.

2021 MAY -4 AM 10:43
TOWN CLERK BOURNE

RECEIVED



Bourne Public Schools

Superintendent Steven Lamarche

- Reports to the Committee the Impact of the Government Shutdown on the families of BPS students. The BPS is in constant communication with Brigadier General Foe and Captain Mike Hudson to offer our support to families struggling with the impact.

Director of Business Services Jordan Geist

- Mr. Geist updates the Committee on the breakfast and lunch status for students impacted by the Shutdown. Policies have been put in place and notifications of balances due for students that may be impacted have been suspended at this time.

Superintendent Steven Lamarche

- Announces that he was appointed to a volunteer position with the Educator License Review Panel for the Department of Elementary and Secondary Education (DESE). This panel meets twice a year and is a great way to represent the Bourne Public Schools district with the DESE.

Chair Chris Hyldburg

- Announces the Committee is in receipt of correspondence that will be discussed later in the meeting.
- As a Member-at-Large for the Cape Cod Collaborative, Chris provides the Committee updates regarding their FY 2017-18 reports.
 - The Cape Cod Collaborative is looking at alternate locations for the Waypoint Academy.
 - The Collaborative is also looking at transportation and busing in Bourne.
- Transportation correspondence sent by the Bourne PTA was read to the group. This will be discussed at a later time.

School Committee Member Steven Strojny

- Mr. Strojny, Chairman of the Local Comprehensive Plan group, reached out to the community for input on the upcoming plan. There are areas of concern to the community of which education was not one. This survey link was also sent to the school community. With over 700 responses from the community, it is felt that the completed document will be of the highest integrity.

2. Student Report

Student Representative Daniel Strode

- Announces that he will no longer be the Student Representative on the Committee as this is his Senior year and college searches have begun. He introduces Junior Patrick Sweeney to the Committee who will be giving the update this month.

Student Representative Patrick Sweeney

- The Student Council sponsored an Ugly Sweater Contest and Polar Express event. Lots of student and staff joined in the fun.
- Graduated our first student in the 18-22 FAST program. Congratulations to Ryan Taggart for this accomplishment! Staff, students and family celebrated with a luncheon on the Friday before winter break.
- The BPS, for the last several years has supported 10th and 11th graders taking PSATs. We have recently added the 9th grade PSATs and a 12th grade SAT Tests free of charge to create a school wide testing date for students on the same date in October.



Bourne Public Schools

- Congratulations to our Robotics team for placing 1st out of 22 students in the first Tech Challenge at Lexington High School. Thank you to the Grace Swift Nye Grant for their support.
- Congratulations to Sophomore Gracie Healey for being selected to the Massachusetts Amazing Emerging Arts Exhibition. Her work will be displayed in the State Transportation Building in Boston.

Chair Chris Hyldborg thanks Daniel Strode for his work and states that the school updates are much appreciated by the Committee.

3. Overnight Field Trip BMWORR Girls Ice Hockey

Elementary Teacher and Girls Ice Hockey Coach Kristyn Alexander

- Requests approval of the Committee for the 2nd annual overnight trip for the BMW-ORR tournament on Martha's Vineyard on January 19, 2019. There are five Bourne students attending with students from Mashpee, Wareham and Old Rochester districts.

Vice Chair McClain makes a motion to approve; Seconded by Robb Duprey, Accepted 6-0-0

4. BEA Request for Resolution in Support of Full Funding

Teacher and BEA President Lauri Gilbert

- On behalf of the teachers and support staff, we are asking the School Committee to vote in support of a resolution urging legislation to approve a new foundation budget formula which would increase the funding for public schools across the state.
- MTA Officials were in attendance, distributed an informational handout, and spoke with the Committee regarding the same.
- Ms Lauri Gilbert reports that there was a discussion with educators about how they would spend the funds if the new foundation budget formula is approved.

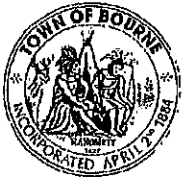
Erika Fitzgerald makes a motion to accept; Seconded by Ronda Tobey; Accepted 6-0-0

- Chair Hyldborg states that many local districts have supported this resolution.
- Superintendent Lamarche adds that the Massachusetts Association of School Superintendents endorses this resolution. As a municipality the money would go to the Town which would decide if these funds go to the schools. Senator Sonia Chang-Díaz has filed legislation in support on the recommendation to reform the foundation budget formula.

5. Response to Community Discussion on Recreational Cannabis in Bourne

Chair Chris Hyldborg

- This Agenda item is brought forward as a result of letters forwarded to the Committee at last month's meeting.
- The letter asks the School Committee to come forward publicly in approval of the ban. As a School Committee, we are governed by laws set by the State. Controlled substances are banned from being on our campuses and there are disciplinary actions in place. These laws are very clear to both the School Committee, the schools and the community.
- Doug Oesterheld states that he is the one that sent the letters brought before the Committee at the last meeting. He is looking for a statement from the Committee reinforcing these ideals and to appoint a representative in a leadership position to further these ideals.



Bourne Public Schools

- Chair Hyldburg states that the School Committee has standards set up for the schools and that the schools do have a leadership position in the community. The School Committee can not provide a legal position as this is already addressed within its policies.

6. Substitute Teacher Daily Rate Increase

Superintendent Steven Lamarche

- Due to the increase in minimum wage across the state, substitute teacher daily rates need to increase. The average rate across the state is \$107.00 per day. We are setting the base rate at \$90.00/day and request the School Committee approve this increase effective immediately. February meeting discussions will include budget information and impact.
- Ronda Tobey is surprised that we have some of the highest paid educators in the state yet we pay our substitute teachers so much less.
- Erika Fitzgerald asks how the \$90.00 daily rate was reached. Superintendent Lamarche states that after working with colleagues around the state, this was the going rate for districts and will help keep us competitive.
- Director of Business Services Jordan Geist explains the substitute pay process within the BPS.
- Lauri Gilbert suggests that the amount be increased to \$100.00 in order to get quality substitutes in our schools. Should our daily rate be even with other districts? We may not get the increase of substitutes we are looking for.

Mitch McClain makes a motion to approve the \$90 increase and table further discussion to the School Committee Workshop; Seconded by Ronda Tobey, Accepted 6-0-0

7. Bourne School Building Committee report

- Superintendent Lamarche reports that the Committee reported to the Board of Selectman. There was a tour of the building held yesterday with the administrative team. We would like to schedule a tour for the School Committee to tour the building. All pieces are coming together for the building and still looks to be ahead of schedule. At this time, there is a substantial balance of which some funds may be returned to the Town.
- Chair Hyldburg discusses the School Building Committee along with the work they are doing on this project. This is a great team of contractors that work well together and when necessary mediate issues as a group.
- There is a teacher walk through scheduled for January 23, 2019.

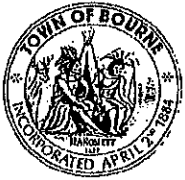
8. SCHOOL COMMITTEE BUSINESS

9. School Committee meeting minutes for December 5, 2018

Approved with amended changes/corrections 6-0-0

10. SI Eval (Introductions)

- Chair Hyldburg discusses the overview of the Superintendent's evaluation. Smart Goals will be emailed to School Committee members for review and information. It may be worth while



Bourne Public Schools

to look at using different Smart Goals as the district has changed over the last several years. The Evaluation Rubric used is a standard set of goals used by the State.

- The Evaluation will be ready for the March/April meeting.

11. Policy – next meeting is January 22, 2019

- Superintendent Lamarche states that policies tabled at the last meeting will be sent out to staff for review. Any changes will be made during the next meeting.

12. Facilities and Budget – January 23, 2019

Supertintendent Steven Lamarche

- Capitol Projects FY20 – recommendations of Capitol projects was placed in the file for members to review. It seems the Capitol Outlay Committee was inundated with requests so we were asked to prioritize and look at the submissions for recommendation. Superintendent Lamarche, in conjunction with Jordan Gelst, detail the list of requests with costs.

Chair Chris Hyldbürg- explains to the Committee and attendees on the new rule in place. He asks members to review the "Notice of Proposed Rule Making" in the Committee folder.

- Operating Budget FY20 – Superintendent Lamarche notifies the Committee that the Town Administrator will present the Town budget to the Board of Selectman next week. Thank you to the Town Administrator for working with the School Department in preparation for FY20.

13. Curriculum Sub Committee – January 7, 2019

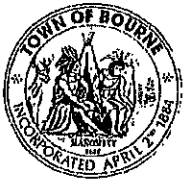
- Chair Hyldbürg reports on the items discussed at this meeting. There will be more information coming in regards to Master Schedules, hopefully in February. Some federal mandates will also result in substantial changes on how we do our program of studies targeted for discussion in March. Should this be added as an agenda item on a future School Committee meeting?
- Asst. Superintendent Ryan states that a draft is presented before the Sub Committee for review before forwarding to the School Committee for approval.
- Redistricting for Bourne 2020 - the good points and challenges to face was discussed by the Sub Committee.

14. Review and discuss future agenda items

15. Confirm next meeting date and location – January 30, 2019 (School Committee Workshop and Transportation forum); Regular Meeting February 6, 2019 – 6:00 PM

Motion to adjourn: Steven Strojny adjourned; Chris Hyldbürg seconded; Unanimously passed (6-0-0)

Meeting ended at 8:11 PM



Bourne Public Schools

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
3	BMWORR Martha's Vineyard Field Trip
4	Resolution in Support of Full Funding for Public Schools;
4	Senate Filing Document – Sonia Chang-Diaz
5	School Committee Cannabis Position Statement
6	Low Pay, Economy Shrinking Substitute Teacher Market
9	School Committee Minutes – December 5, 2019
12	Capital Projects;
12	Category Two Budget Tool

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday- January 30, 2019
TIME: 3:30 PM Meeting, 5:00-6:00 Executive Session,
6:00- 7:30 PM Transportation Forum
PLACE: BOURNE HIGH SCHOOL LIBRARY

AGENDA

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5:00 PM EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with BEA [Educational Support Personnel/Admin Assistants] personnel. To discuss strategy with respect to collective bargaining or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

3:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE

Public recording statement

SCHOOL COMMITTEE BUSINESS

- 1) 5 min Announcements
- 2) 20 min Superintendent Evaluation- review goals, rubric
- 3) 10 min Superintendent Contract- COLA review
- 4) 20 min Discuss Bourne Local Comprehensive Plan
- 5) 20 min Review School Committee Vision, Mission and Objectives
- 6) 15 min Time Capsule- What to insert?
- 7) 10 min Discuss SY2019-2020 Calendar
- 8) 30 min BIS Transition update
- 9) 5 min Confirm next meeting, February 6, 2019 date

6:00 PM Public Forum – 2019-2020 Transportation

1. Transitioning transportation to grade-span schools

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Big Brother/Big Sister - Feb
- o BIS Transition Update – ongoing
- o SY2019-2020 Calendar – Feb
- o FY19 Line-Item Transfers – Feb
- o FY20 Budget Hearing – March
- o School Choice Vote – April
- o MTSS - April
- o Discuss- Date

2019 JAN 25 PM 2:34
PUBLIC RECORDING STATEMENT

BOURNE SCHOOL COMMITTEE MEETING

DATE: February 6, 2019
TIME: 5:00 PM Tour of new school (BIS), 6:30PM REGULAR MEETING
PLACE: BOURNE INTERMEDIATE SCHOOL/BOURNE HIGH SCHOOL LIBRARY

AGENDA

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TBD EXECUTIVE SESSION - following the regular scheduled meeting

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PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence
- 2) 10 Min Student Report- Daniel Strode or Patrick Sweeney
- 3) 15 Min Big Brother Big Sister of Cape Cod & The Islands
- 4) 10 Min MTSS – Bournedale Elementary School
- 5) 10 Min CPC – Inclusive Playground Bourne Public Schools
- 6) 10 Min Substitute Teacher Rates
- 7) 10 Min Bourne School Building Committee update

BOURNE SCHOOL COMMITTEE
FEBRUARY 6, 2019
5:00 PM

SCHOOL COMMITTEE BUSINESS

- 8) 02 Min Accept SC minutes
- 9) 15 Min Policy – IF, IGB, IHBF, IJOA, IJOB, IHAMA, IHBB, IHBG, II, IJOC, IMD
- 10) 10 Min Facilities & Budget
 - Line Item Transfers
- 11) 10 Min Curriculum
- 12) 05 Min Review and propose future agenda items
- 13) 05 Min Confirm next meeting date and location-5:30, March 6, 2019

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Bourne Education Foundation - Apr
- o BIS Transition Update – March
- o SY19-2020 Calendar - March
- o Fiscal Year 2020 Hearing – March
- o Program of Studies - March
- o School Choice Vote – Apr
- o Superintendent's Evaluation - Apr

BOURNE SCHOOL COMMITTEE MEETING

DATE: February 6, 2019
TIME: 5:00 PM Tour of new school (BIS), 6:30PM REGULAR MEETING
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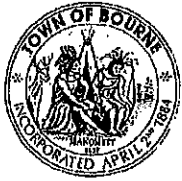
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2019 MAY -4 AM 10:42
TOWN CLERK BOURNE

SCHOOL COMMITTEE BUSINESS

- 8) 02 Min Accept SC minutes
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- 10) 10 Min Facilities & Budget
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- o SY19-2020 Calendar - March
- o Fiscal Year 2020 Hearing – March
- o Program of Studies - March
- o School Choice Vote – Apr
- o Superintendent's Evaluation - Apr



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, February 6, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Vice-Chair Mitch McClain; Steven Strojny; Erika Fitzpatrick; Jennifer O'Neil; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT: Chair Chris Hyldborg; Ronda D. Jones Tobey

OTHER ATTENDEES PRESENT: Steven Lamarche, SuperIntendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning; Jordan Geist, Director of Business Services

CALL TO ORDER

Vice Chair Mitch McClain calls the meeting to order at 6:32 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

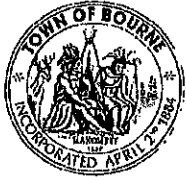
PUBLIC PARTICIPATION

1. Announcements

Superintendent Steven Lamarche

- Mr. Lamarche read a letter from the Harvard Graduate School of Education's Early Learning Study thanking us for our participation in the two year study. Hat's off to Ms. Kelly Mooney for her involvement in this program. We will continue to enhance and grow our early learning system.
- Bourne Science and Engineering Fair – this Fair for students in Bourne Middle and High Schools continues to grow and we expect it to be the best one yet. Public viewing is at 6:00 pm on February 11th. Awards will follow.

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 TOWN CLERK BOURNE



Bourne Public Schools

- News story on our website for the Bruins PJ drive which the Jonathan Bourne Public Library participates in each year. Our community is the top collector of PJ's in the state which the Boston Bruins come to. Sending out requests for our community's support in this collection throughout March 16th!
- We applied for and received an Amazon Future Engineer Program grant by Amy Fish, the teacher who facilitates our Innovation Studio at the Bourne High School. A new course has been scheduled for next year, the Introductory and AP Computer Science Principles.

2. Student Report

Principal Amy Cetner

- This past Friday and Saturday the Bourne Canalmen music students participated in the All Cape Musical Festival. This event was held at the Barnstable High School.
- We celebrated the Canal Cup which is an annual competition against our rival Sandwich Schools. Thank you to Ms. Strode who volunteers every year to make posters.
- Senior Emma Fenton celebrated her 1,000th point in the last home basketball game. She is the 9th player in Bourne history to eclipse the 1,000 points.
- BHS has begun the course selection and scheduling recommendations for the 2019-2020 school year. Parents are able to log in to PowerSchool to see what the recommendations are.
- The HS Guidance staff and students will be working with incoming 8th grade students to talk about the Bourne Advantage. A Grade 8 Parent Program of Studies Night is planned for February 7th at 6:00 PM.

3. MTSS Bournedale Elementary School

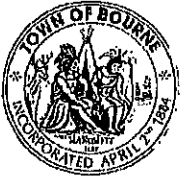
Assistant Superintendent Melissa Ryan

- Principal Elizabeth Carpenito introduces the teachers and students from Bournedale Elementary School to update the Committee on the MTSS program.
- The 1st grade students sang a song describing the Bournedale Acknowledgement System. Great performance by students, music teacher Ms. Bowlin, and teachers.
- Teacher Emily Asack presents a slide show of photos by and of students from around the school showing these core values.
- Some students answered questions about receiving a ticket and what it means to be "Bourne to Be".

4. Big Brother Big Sister of Cape Cod & the Islands

Assistant Superintendent Steven Lamarche

- Reports the support of Big Brother and Big Sister to the students in Bourne and introduces J.R. Mell.
- J.R. Mell, a current Big Brother and the Regional Director of the organization on the Cape & Islands, talks to the Committee about the program and what the program does for the students. This group mentored with cadets from Mass Maritime Academy to support Bournedale Elementary School students. This is a free program which depends on community donations.
- This program has partnered with other companies to support students at Peebles Elementary School.
- Sue and Savannah, in attendance at this Meeting, are a Big Sister and Little Sister in the program. Sue has spearheaded the program to bring in more students to serve. Savannah tells the Committee that her and Sue do a lot of talking and play games together.



Bourne Public Schools

- Mr. Lamarche states the cadets at Mass Maritime volunteering for this program has made a great difference with the students.
- Jennifer O'Neil thanks the attendees for coming to the meeting to present this program.

5. CPC – Inclusive Playground Bourne Public Schools

Superintendent Steven Lamarche

- Has been working with Laurie Cooney whom presented this to the Open Space Committee looking for CPC support. Through this program, we would correct the issue of flooding on the soccer field and add a leaching field. This playground would create a play space for younger children and students with special needs on the school campus. It will be brought before the School Committee for a vote of support when the project is ready.
 - This group is not associated with the Buzzards Bay Park group.
 - This is in the preliminary stages.
- Jennifer O'Neil asks what the timing would look like. Mr. Lamarche states that it would be a year to a year and a half.

6. Substitute Teacher Rate

Superintendent Steven Lamarche

- Requests that this agenda item be tabled for the next meeting as it will be a budget item for review

7. Bourne School Building Committee report

- Principal Janey Norton reports that the building tour was a success. Many rooms/areas are almost complete and classrooms are about 80% complete. The Admin team continues to do the planning along with notification to staff.
 - The FFNE committee has met several times to resolve some items.
- Jennifer O'Neil asks if the project is ahead of schedule. Principal Norton says that it is at this time. Mr. Lamarche notes that the project is ahead of schedule for the construction not for the demolition.
- Ms. Norton states there is still some planning in regards to student orientations and parking during the summer. Preliminary schedules have been prepared and given to teachers and other staff.
- Ms. O'Neil asks if they are partnering with Principals about talking with the students moving to the new school. We are working on plans with the transition committee for students and parents.
- Principal Norton thanks everyone for the team effort in every aspect of this project.

SCHOOL COMMITTEE BUSINESS

8. School Committee meeting minutes for January 9, 2019

Approved with amended changes/corrections; Approved 5-0-0

9. Policy review – IF, IGB, IHBF, IJOA, IJOB, IHAMA, IHBB, IHBG, IJ, IJOC, IMD



Bourne Public Schools

- Superintendent Lamarche tells the Committee these Policies were distributed at the last meeting,
 - IHBF – Homebound Instruction- New Policy; change in wording was made

Steven Strojny made a motion to approve all Policies; seconded by Erika Fitzpatrick; Approved 5-0-0

10. Facilities and Budget

Director of Business Services Jordan Geist

- Line Item Transfers - Mr. Geist explains the list of transfers needing approval; he notes that due to the mild winter, there have been costs savings in fuel and overtime pay.
- Lighting Conversion Process at the HS – LED lighting project will begin over school vacation and will continue through the summer. This will be a huge cost saving for the Town.

Steven Strojny made a motion to Accept Line Item Transfers ; Seconded by Robb Duprey; Approved 5-0-0

11. Curriculum Sub Committee – next meeting February 11, 2019

Assistant Superintendent Melissa Ryan

- Reports the Principals will be coming to present the draft of the master schedules for next year.

12. Confirm next meeting date and location – March 6, 2019 – 6:00 PM

- Facilities Budget Meeting – February 13, 2019- 5:30 PM
- Policy Sub Committee Meeting – February 26, 2019 – 6:00 PM
- MSBA – Voting in March; goal is to get it out to bid and plan for the summer

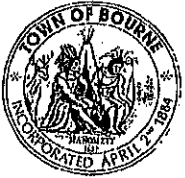
13. Review and Propose future Agenda Items

Motion to adjourn: Steven Strojny adjourned; Jenn O’Neil seconded; Unanimously passed (5-0-0)

Meeting ended at 7:30 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary



Bourne Public Schools

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

Agenda Item	Document
0	Agenda
1	Harvard Early Learning Study Letter – Thank You for 2 nd Year of Participation
1	Amazon Future Engineer Program – Congratulations on Grant approval
2	
3	
4	Big Brother Big Sister Presentation
5	CPC Inclusive Playground
6	
7	
8	
9	School Committee Meeting Minutes – January 9, 2019
10	BPS Policies – February 6, 2019
11	Line Item Transfers
12	
13	

BOURNE SCHOOL COMMITTEE MEETING

DATE: March 13, 2019
TIME: 5:30 PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

5:30 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

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6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers will be asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES:

Public recording statement

PUBLIC PARTICIPATION

- 1) 10 min Announcements, Correspondence (Superintendent & Subcommittees)
- 2) 20 Min MTSS Presentation, Bourne Middle School
- 3) 30 min FY 2020 BSD Budget Hearing ~7:00 pm (Superintendent Lamarche)
- 4) 10 min Superintendent Search (Hyldburg)
- 5) 10 min BIS Transition Update (Principles Elizabeth Carpenito & Jane Norton)
- 6) 15 min Program of Studies (M Ryan)
- 7) 10 min Calendar School Year 2019-2020

RECORDED
SERIALIZED
MAR 13 11 PM '19
TOWN & TOWN DOUBLED

SCHOOL COMMITTEE BUSINESS

- 8) 2 min Accept Minutes: Feb 6, 2019
- 9) 10 min Facilities : MSBA Roof
- 10) 10 min Overnight Field trip request- Key Club
- 11) 5 min Review and propose future agenda items
- 12) 5 min Confirm next meeting date and location

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Bourne Education Foundation - Apr
- o School Choice- Apr
- o Superintendent Evaluation- TBD
- o Calendar VOTE- Apr
- o Town Meeting for Town Election- May
- o Line Item Transfer- May
- o Master Schedule update - Apr

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- 7) 10 min Calendar School Year 2019-2020

TOWN CLERK BOURNE

2019 MAY -4 AM 10:43

RECEIVED

SCHOOL COMMITTEE BUSINESS

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Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, March 13, 2019
TIME: 6:30 PM
PLACE: Bourne High School Library

RECEIVED
2021 MAY -4 AM 10:43
TOWN CLERK BOURNE

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Steven Strojny; Erika J. Patrick; Jennifer O'Neil; Ronda D. Jones Tobey; Robb Duprey; Student Representative Patrick Sweeney

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Steven Lamarche, Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning; Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

RECEIVED
2021 MAY -4 AM 10:43
TOWN CLERK BOURNE

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

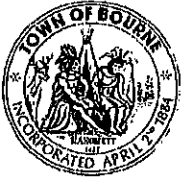
Moment of Silence for Pam Lay, Bernadette Koczwarra And Ed McCarthy; Former educators for the Bourne Public Schools

PUBLIC PARTICIPATION

1. Announcements

Student Patrick Sweeney – BPS Student Update

- Mr. Sweeney updates the Committee on Bourne Public School happenings
 - Congratulations to our student athletes on a great winter season. Teams had a very successful season with many attending MIAA division finals.
 - Tryouts for spring sports starts on Monday, March 18th. The spring sports season begins on April 1st.



Bourne Public Schools

- We are pleased to announce that BHS Festival classes have advanced to the semi-final round of the METT competition. Please come and support the cast this Saturday at 3:30 pm at Sharon High School.
- Bourne Drama Club will present "*Chicago*" as their Spring play. More information on scheduling reservations will be distributed in advance.
- BHS will have a Model UN event by the United Nations class on March 19th. 8th grade students from BMS, Emma Fenton and Olivia Fitzpatrick, along with students from other school districts will be in attendance.
- With the generous support of the Nye Grant, musician, human rights activist and survivor, _____ will again be addressing issues about recovery, integration and moving forward after conflict. This event will begin at 8:15 am and will finish at the end of the school day.
- Assistant Superintendent Melissa Ryan adds to Patrick's announcements; she was able to spend the day at the Drama Festival and states the show "*Loss of Roses*" was an incredible performance and we should be proud of our many talented students.

Assistant Superintendent Melissa Ryan

- The District has applied for a grant for improving access to behavioral and mental health services. It is a significant grant and we are very hopeful.
- She had the opportunity to see the play "*Antigony*" presented by the Theatre Class students which made the presentation for our Seniors. It was a spectacular show by our younger students.

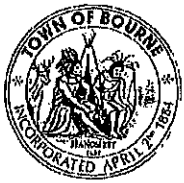
Superintendent Steven Lamarche

- Old Colony Regional will come visit our Innovation Studio this week. That makes over 40 Districts to view our studio which is very impressive for the BPS to have such interest from so many schools. Compliments and a thank you to Amy Fish, the Innovation Studio facilitator, for scheduling site visits to BHS and BPS.
- Recently, Interim Student Services Director, Craig Davidson, and I attended a meeting at DESE in Malden which was a very productive meeting to discuss Pro Shares. Associate Commissioner Russell Johnston was very impressed with Mr. Davidson and the report he provided them.
- I met with CPC regarding the Exclusion Playground at BMS. CPC, CPA, Open Space Committee has been very positive and have recommended moving forward on two warrants for the Town Meeting and Special Town Meeting.
- Announces that he was been offered a position in the Dudley-Charlton School District which he has accepted.

2. MTSS Presentation by the Bourne Middle School

Teresa Clifford, 7th Grade Math Teacher

- Updates the Committee on the status of the program at the BMS. Presented the focus of the plan, including using the same vocabulary throughout the District to encourage students to Be Respectful, Be Responsible, Be Safe.
 - They are specifically working on cafeteria and hallway behaviors to streamline this so that expectations are known across.
 - New implementations were put in place to address chronic tardiness which to date has improved.
 - An online Office Referral Form is planned for teachers to address issues along with reflection for student responses.
 - During 2nd quarter there was a competition for students to design "*Kindness Doors*". Students, even after this competition was complete, were still decorating doors in the school.



Bourne Public Schools

- Jennifer O'Neil ask Ms. Clifford about the types of and what constitutes a Tardy. A tardy is arriving to school after 8:00 am and which is considered unexcused.
- Chris Hyldburg asks about where the material from the referral form comes from and was told that this form is tailored for the school's needs. A student would fill out the response/reflection form after speaking with administration. Is there a plan for the HS at this time? The District MTSS Committee has representation from every school and all schools are working on these initiatives. Core values will be Initiated across the schools.
- Ronda D. Jones Tobey asks If this Information will be used for data collection and if there are additional levels for repeaters? Yes, it will and there are multiple levels.

3. FY 2020 BSD Budget Hearing

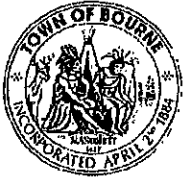
Superintendent Steven Lamarche

- There are 3 documents presented to the Committee for budget information including a slide presentation. We are working on a 365 budget development design which better communicates the budget to the schools and community.
 - Transportation FY 2020 presentation of busing needs and timeline. Developed a two tier system which sites assumptions and goals for the upcoming school year.
 - Student start and end times for each schools were presented for community information.
 - Superintendent Lamarche presents the assumptions and promises, fiscal responsibility and realization of the vision for Bourne FY 2020.
 - Budget highlights include a smooth transition, programmatic responsiveness, employability of current staff, additional staff needs, ensure free full day Kindergarten and reduce bus fees.
 - Recommends a 3.5% increase over the FY 2019 budget year of which the School Administration and Town Administrator have recommended.
 - Mr. Lamarche states that this is his 9th budget, and proudly states that not once has the School Department gone to the Town to ask for additional funds.
 - Specific line items were reviewed In detail for the benefit of the School Committee members. We believe this budget, as presented, represents the vision of the community for Bourne 2020 going forward.
- Chair Hyldburg asks about the transportation figure and how many buses it represents. The budget amount represents four additional buses, but, if we are not within our set standards, we may need to add an additional bus.
 - Erika Fitzpatrick asks if this figure includes staff costs. Yes, all transportation costs are within the budgeted amount.
 - Chair Hyldburg notifies the public and Committee that this is just a first step in this budgeting process. FY 2020 budget will be reviewed by all and approved, generally, at the April School Committee Meeting.

4. SuperIntendent Search

Chair Chris Hyldburg

- States that the search for a Superintendent is an important task of the School Committee. There is a process involved in the selection of a permanent Superintendent.
- Erika Fitzpatrick would like to get the options available out there and also whether there will be a special or additional meeting to begin the process.
 - Donna Buckley, 4th grade teacher, asks if the Chair will consider an Interim position. As this is the start of this, no decisions have been made either way.



Bourne Public Schools

5. BIS Transition Update

Principals Elizabeth Carpenito and Jane Norton

- Both Principals have been working with teachers and students on the transition to grade-span schools.
- Thank you to Amy Fish for her knowledge and assistance in helping with the IDEA lab at the Bourne Intermediate School.
- Staff at both schools have begun inventorying and purging of materials for the move to the new school.
- Curriculum department is working on curriculum and report card standards.
- The PTA has been providing information to the Principals in regards to fundraising and division of representation between the two schools.
- Special Ed needs are being evaluated for the transition of students.
- Consulting company will be here next week to inform staff about packing and moving.
- Lastly, teachers will be given their room assignments.

6. Program of Studies

Assistant Superintendent Melissa Ryan

- Requests approval by the School Committee for the 2019/2020 Program of Studies. Mrs. Ryan presented documentation to the School Committee for the BMS and BHS for their information.
- Specific proposed changes/additions were discussed by teacher Kelly Cook by subject, level and grade level.
- A Unified Physical Education class will be offered at the HS and MS for students with or without special needs. This was piloted this school year at the HS and will be offered at other schools.
 - Chair Hyldborg requests information on the developmental process involved with creating a program of studies. The process is done in various ways including vertical alignment of courses. The curriculum and units of instruction are parts of this process. Student interests also plays a part in this process and can include professional development for staff implementation.
 - Erica Fitzpatrick requests that Melissa Ryan explain a little more about accelerated or higher level of standard options for students' course standards.

Vice-Chair McClain motion to approve Program of Studies; seconded by Steven Strojny; Approved 7-0-0

7. Calendar School Year 2019-2020

- Superintendent Lamarche speaks on the presented Draft SY 2019/2020 School Calendar to be distributed for review.
 - This calendar reflects the move away from half day sessions to an early release hour every other Wednesday.
 - 50/50 split from Cape Districts for the number of days for Christmas vacation.
 - First day and last day of school has been tentatively set for August 27, 2019 to June 12th or June 19, 2020 (+5 days). The last day of school is based on the number of school days missed during the school year.
- Chair Hyldborg requests further explanation on specific points in the calendar.



Bourne Public Schools

SCHOOL COMMITTEE BUSINESS

8. School Committee meeting minutes for February 6, 2019

Approved with amended changes/corrections; Approved 7-0-0

9. Facilities: MSBA Roof

Director of Business Services Jordan Geist

- The MSBA has the finished proposal for the Bourne High School's roof projects. The MSBA will vote on the proposal at a meeting scheduled for April 10th at 10:00 am in Boston.

10. Overnight Field Trip request – Key Club

Teachers Jane Perkoski and Jennifer McDonald

- Information regarding this field trip was reviewed with the School Committee. This is the Annual District Convention and two of our HS students will be attending this year.

School Committee as a group approved this Field Trip; 7-0-0

11. Review and Propose future Agenda Items

- Discussion regarding upcoming Agenda items

12. Confirm Next Meeting Date and Location

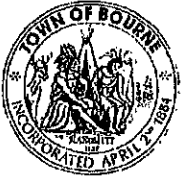
- April 3, 2019 is the next scheduled meeting

Motion to adjourn: Ronda D. Jones Tobey motion to adjourn; Erika Fitzpatric seconded; Unanimous 7-0-0

Meeting ended at 8:30 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary



Bourne Public Schools

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

Agenda Item	Document
0	Agenda
1	
2	BPS Staff Email from the MTSS District Team
2	MTSS Presentation
3	Fiscal FY2020 Budget
4	Superintendent Search
5	
6	BMS Program of Studies
6	BHS Program of Studies
7	Draft 2019/2020 School Year Calendar
8	School Committee Meeting Minutes – February 6, 2019
9	
10	Key Club Overnight Field Trip Request
11	
12	

BOURNE SCHOOL COMMITTEE MEETING

DATE: April 3, 2019
TIME: 5:30 PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY/MEDIA CENTER
75 Waterhouse Road, Bourne MA 02532 508.759.0670

Amended AGENDA

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[Public recording statement](#)

PUBLIC PARTICIPATION

- 1) 10 min Announcements, Correspondence (Superintendent & Subcommittees)
- 2) 5 min Class of 2019
- 3) 10 min Bourne Education Foundation
- 4) 20 min Superintendent Search – Presenter #1
- 5) 20 min Superintendent Search – Presenter #2
- 6) 20 min Superintendent Search – Presenter #3
- 7) 15 min School Year 2019-2020 Calendar
- 8) 20 min Fiscal Year 2020 Budget

2019 APR - 1 PM 3:15
TOWN CLERK OFFICE

RECORDED

SCHOOL COMMITTEE BUSINESS

- 9) 2 min Accept Minutes: March 13, 2019
- 10) 10 min 2019-2020 School Choice
- 11) 10 min Recommendation to Appoint the Director of Special Education and Student Services
- 12) 10 min Facilities: Peebles Recycle/Surplus Materials
- 13) 5 min Review and propose future agenda items
- 14) 5 min Confirm next meeting date and location
 - May 1, 2019
 - Superintendent Search Workshop

Proposed Future Agenda Items and Dates (subject to change by BSC)

- Superintendent Search - ongoing
- Town Meeting/Town Election- May
- Line Item Transfer- May
- SY2020 Transition Update – May
- Transportation Update - June

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- 7) 15 min School Year 2019-2020 Calendar
- 8) 20 min Fiscal Year 2020 Budget

TOWN CLERK BOURNE

2021 MAY -4 AM 10:42

RECEIVED

SCHOOL COMMITTEE BUSINESS

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- Transportation Update - June



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, April 3, 2019
TIME: 6:30 PM
PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Steven Strojny; Erika Fitzpatrick; Ronda D. Jones Tobey; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT: Jennifer O'Neil

OTHER ATTENDEES PRESENT: Steven Lamarche, Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning; Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Announcements

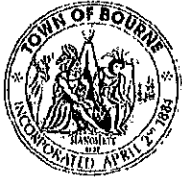
Superintendent Steven Lamarche

- Announces that on May 22nd at 2:30 pm there will be Unified track Sectional finals at the Jackson Field. All are invited to attend. This event is recognized by the MIAA.

Chair Chris Hyldburg

- Announces on May 1st there is a Mass Day On The Hill as an opportunity for the Committee to meet for lunch and speak with members of the Hill.
- Correspondence was received from the PTA which is looking for resolution. More information to follow.

RECEIVED
2021 MAY -4 AM 10:42
TOWN CLERK BOURNE



Bourne Public Schools

2. Class of 2019

Ann Marie Strode, Teacher and 2019 Class Advisor

- Graduating Seniors Olivia Fitzpatrick and Emma Fenton formally invite the Committee to the Class of 2019 Graduation.

3. Bourne Education Foundation (BEF)

Superintendent Steven Lamarche

- Welcomes the BEF to the Committee and presents Amy Wright and Emily Berry

Amy Wright and Emily Berry

- Amy states that the BEF has been in existence for two years. The goal and driving force is to raise money and provide grants to educators and curriculum supported projects.
- Much has been accomplished in the first two years. Emily updates the committee on how funds were distributed. Next year they hope to increase the number of grants/projects which is dependent on fundraising.
- Amy discusses the fundraising events. The next fundraiser, Champagne and Shells, will be at the Brookside this Saturday, April 6th. There are a limited number of tickets available and several raffles will be available for purchase at this event. Additional upcoming fundraisers were discussed.
- Tuesday April 9th at 7:00 pm is the next scheduled meeting and all are invited to attend.
 - Mr. Lamarche adds that Administration has a good relationship with the BEF. Emily Berry is the candidate running for School Committee.
 - Ronda Tobey asks if there are any indirect costs. Emily Berry says there is very little indirect costs, such as fees for website upkeep, non-profit status, along with postal mailings. 100% of funds go to teachers based on their applications to the BEF.
 - Erika Fitzpatrick thanks the BEF for their support of the Bourne Public Schools.
 - Chris Hyldburg would like the BEF to get the Committee more involved in the Foundation. Thanks the BEF for their great works.

4. Superintendent Search - Presenter # 1

New England School Development Council (NESDEC)

- Dr. Carolyn Burke and Art Bettencourt introduce themselves and what their search company will provide us.
- NESDEC is a nonprofit organization and their mission is to assist school districts with hiring of School Administrators.
- Their Executive Search work is dedicated to New England school districts. Input from the Committee is needed in order to narrow the search criteria specific to Bourne Public Schools.
- States that NESDEC's recruiting is second to none.
 - Chris Hyldburg asks if NESDEC use the community as part of the search progress. Surveys would be sent out in order to narrow the specific requests for the position.
 - Chris also asks about Salary Surveys and how that is incorporated into the search.
 - Robb Duprey asks if the search would include requests for a candidate to be supportive of the MTA. Dr. Burke explains that this aspect could be made a part of the search criteria profile. The screening committee would need to request specifics along with what to look for when screening candidates.



Bourne Public Schools

- Erika Fitzpatrick asks if there is an example of a similar situation such as there is in Bourne. How did you meet those needs? A search was conducted in Hingham which had a lot of community outreach programs for their Superintendent recruitment.
- Erika asks for a summarized list of a NESDEC membership criteria. NESDEC provides a year's warranty which means they will work with us from the beginning to the end of the search and will re-do a search if the Superintendent leaves within a year.
- Chris Hyldborg asks about the different states they work with. They work closely with other states as there are personnel that move within the New England corridor.
- What was the time frame for Hingham? The average is 15 months but we would ask Bourne what their time line would be and would stay within that timeline as much as possible. Some searches could be less depending on the candidates. If selected, options would be presented to the Committee for review.
- Anne Marie Siroonian states this is a very healthy process as it will help to educate the community. What would be considered a successful search? The Committee looks at all applications and they would decide on who to move forward with. A typical applicant pool would be about 20 applicants.
- Ronda Tobey asks if any New York applicants pooled for areas such as Bourne? Most applicants would come from the New England corridor but not necessarily accepted.

5. Superintendent Search - Presenter # 2

Massachusetts Association of School Committees (MASC)

- Mr. Glenn Koocher - MASC provides a tier level of services in the search for a Superintendent. No cost technical assistance is also provided if the District is looking to do its own search. MASC is involved in assisting 20 to 25 districts a year in one form or another doing their searches along with some consulting for those districts. MASC works with a district to develop a specific search criteria, types of materials to be distributed to the community, set a time frame and plan for the Superintendent search process, and assist in finding a search committee. They have an extensive recruitment list throughout the U.S.
- MASC is prepared to assist our District regardless of the decision made tonight.
 - Robb Duprey asks if candidates are chosen to work with bargaining units. The search committee will make the decision of candidates that can work with unions.
 - Robb asks if a candidate does not work out, what happens then? There can be a Plan B, which the search committee will work with MASC to explore other applicant avenues. Or, a Plan B can also be to start over. MASC will work with the District.
 - Chris Hyldborg asks about the time line in regards to a previously sent Cohasset version of the proposal. How does this work for us? It is dependent on the speed of the District and search committee. Most searches, once announced, can take up to four weeks. Mr. Koocher lists the many steps that a search can be done to complete sooner or go longer.
 - Chris talks about the collaboration component. What size search committee would we have taking in to account the nuances of the Town of Bourne. A search committee usually has 9 to 11 members, consisting of parents, a School Committee member, Town board members, school staff and/or teachers.
 - Why do you choose NY, Pennsylvania and NJ for posting for applicants? This is only to open up the quality of applicants.
 - When potential sources referenced retirees? Looking for an Interim, retirees are usually who can fill a position quickly. We suggest saying to candidates, "If this Superintendency is successful, will you still be here in five years?"



Bourne Public Schools

6. Superintendent Search – Presenter #3

Cape Cod Collaborative – Center for Executive Search

- Mr. Paul Hilton, Search Consultant, states his organization works to maximize all other resources available to bring to BPS. A team of consultants would work with us and with the School Committee to look for the best candidates. We are very boots on the ground since we are local. They will assist in the selection of a search committee along with assist with getting the word out.
 - Dr. Patricia Grenler and Christopher Bogden would be the consultants for BPS if they are selected. The time line presented to the School Committee is looking at a September 1st date.
- Chair Hyldborg views and speaks on the proposed timeline presented to the Committee. Mr. Hilton spoke in length regarding the timeline and that the September 1st date is a realistic timeline.
 - Do you have the network for advertisement or do you collaborate with MASC? Many items Mr. Koocher referenced would be the way to proceed. Mr. Hilton gives examples of ways to advertise for applicants.
 - Do you poll applicants that were not selected for other positions? Yes, as this will make the pool deeper and allow BPS to choose the right candidate.
 - Do you agree with 9-11 member search committee? It gets tricky when you have more than 11 members with different personalities, etc. working to choose one candidate. Ultimately though, the School Committee makes the final decision on the selection.
 - Erika Fitzpatrick wonders about past experiences to give us a better understanding of how to adhere to our timeline and what our next steps would be. Why do you think it is so desirable to come here? It is Cape Cod and that makes a big difference. Superintendents want to be in a District with great things happening, the new school among other others.
 - Mr. Bogden follows through on the fact that this position is located in a place where many vacation. The applicant pool would be appealing to people that do not live here.

7. School Year 2019-2020 Calendar

Superintendent Lamarche

- Superintendent Lamarche speaks on the 2019/2020 School Calendar; requests approval from the Committee
 - Feedback was provided regarding some questions on the calendar and justifications for them were provided.
 - School will begin before Labor Day as this has been in place for many years now.
 - Half days on Fridays caused a drop in attendance for both students and teachers and is the reason for the change to the hour release on Fridays.
 - Holiday break was scheduled for two weeks for some local districts but we thought it would be best to have our students return the day after New Year's Day specifically for time in education. Many families would have to take four weeks vacation during the school year and can be a hardship for some families.
- Steven Strogny states that the change to the hour release is helpful to his family. Amid discussions, Mr. Lamarche notes that this would also allow additional time on learning for PK students.
 - Lauri Gilbert, President of the BEA, did meet with Melissa Ryan and did not have any discussion on the early release on Fridays. She expects a greater impact on students with this change. The major concern from teachers was this issue. Does not believe this is meaningful professional development for teachers.
 - Superintendent did not suggest that the BEA recommended the hour release, he asked that they think outside the box. Ronda Tobey agrees with Mr. Lamarche in regards to the students being in school.
 - Erika Fitzpatrick has not heard a rebuttal from other groups in regard to PD days.
 - Jordan Geist states that the model for PD has transitioned to a continuous cycle of education with peers.



Bourne Public Schools

- Chair Hyldburg requests that Lauri Gilbert come back to the podium to discuss the time investment. Attendance is an issue with both students and staff. Is there a contractual determination? The major contractual requirements would be prep time for teachers.
- Ms. Gilbert discusses concerns she has with time on learning for students and prep time for teachers.
- Mitch McClain suggests waiting another month for discussion.
- Ms. Fitzpatrick states that the Committee votes on the calendar every year and that this year, as a transition year, may help improve next year's calendar.

Ronda Tobey makes a motion to accept, Robb Duprey seconds; Approved as presented 6-1-0

8. Fiscal Year 2020 Budget

- Superintendent Lamarche discusses the 2020 School Year budget.
 - Chair Hyldburg thanks the Finance Committee and Town Administrator for their assistance.
 - Robb Duprey asks whether this budget includes the increase in funds for substitutes. This was not made as part of this budget and will come back to the Committee to discuss further. The Town has supported this increase.
 - Maura Fuller requests more information on ECEP which is funded by School Choice.

Ronda Tobey makes a the motion to approve, Erika Fitzpatrick seconds; Approved as presented 7-0-0

SCHOOL COMMITTEE BUSINESS

9. School Committee meeting minutes for March 13, 2019

Approved with corrections; 7-0-0

10. 2019-2020 School Choice

Superintendent Lamarche and Assistant Superintendent Ryan

- The past couple of years we have had a very supportive increase in our fiscal budget. Be prepared that this increase in funds may not necessarily be included within the next year or the year after.
 - School Choice may look different for the next year. We discussed capping the enrollment at the Bournedale Elementary School due to the transition to grade-span schools. Caps for the elementary schools are
 - 11 at Bournedale, currently enrolled students;
 - 32 students in grades 3, 4, 5, (Bourne Intermediate School) also currently enrolled students
 - Bourne Middle School we recommend 75 slots as they have dropped a grade
 - Bourne High School at 100 slots, which may not always be filled
 - Recommending a possible total enrollments of 218 students District wide. Total re-enrollment is down for next year at 1,889 active students.
- Erika Fitzpatrick asks about the BMS and BHS increase in enrollment. Does the average class size take into account additional Choice slots? No, it doesn't.



Bourne Public Schools

- Chris Hyldborg asks if we expect a large shift with the capped numbers. Not necessarily, an increase in 2 students per class would be the average.
- Christine Borning, Principal of the BMS, gives additional information in regards to class size and enrollment. The new course schedule may help balance class size numbers.
- Amy Cetner, Principal of the BHS, gives additional information and states that class sizes are low at the HS. Student selections many times drives class size.
- Chris Hyldborg tells the Committee that once we vote on an Incoming Choice student, they become a Bourne student.

Ronda Tobey makes a motion to approve, Robb Duprey seconds; Approved 7-0-0

11. Recommendation to Appoint the Director of Special Education and Student Services

Superintendent Steven Lamarche

- Last year Mr. Craig Davidson was appointed as Interim Director and in keeping with continuity it is recommended that he continue as the Director of Special Education and Student Services. Mr. Davidson is licensed for this position.
- A recommendation letter was read by Mr. Lamarche to the School Committee.
- Mr. Jordan Geist spoke on the highlights of Mr. Davidson's work and ethics. His communication skills in keeping us informed is without equal.
- Ms. Ryan states that his interview was one of the best she has been a part of. Mr. Davidson came in well prepared for the interview and was extremely well versed.

Ronda Tobey makes a motion to accept the recommendation, Erika Fitzpatrick seconds; Approved 7-0-0

12. Facilities: Peebles Recycle/Surplus Materials

Jordan Geist, Director of Business Services

- Budget Facilities Subcommittee met last week to prepare for the upcoming Town Meeting and Capital Plan. Due to unforeseen costs arising in the town, we agreed to defer the Bournedale bathroom project. This project which would have provided accessibility for younger students.
 - A stipended position will be created for transition to the new school. This would include custodial training and reviewing of new equipment brochures.
 - The \$10,000 stipend would be in a leadership position to organize all aspects of the building and school transition.
 - There will be a manual created and available for use.
 - As part of the decommissioning of the Peebles School, all usable equipment has been moved to other school buildings. Any item deemed not useful was recycled or donated to a third world country. It is requested that the School Committee approve this request.
- Erika Fitzpatrick asks if the stipend is given as a lump sum or within increments. Mr. Geist would suggest segmenting out the stipend. This position will be posted as is done with other positions.
 - Chris Hyldborg asks if there is a cost to recycle/donate the unused items. There is no cost to the BPS.

Steven Strojny makes a motion to accept the stipended position, Erika Fitzpatrick seconds; Approved 7-0-0

Ronda Tobey makes a motion to accept recycling/donating, Steven Strojny seconds; Approved 7-0-0



Bourne Public Schools

13. Review and Propose future Agenda Items

- Discussion regarding upcoming Agenda items
- It is requested that the Committee include the Time Capsule discussion to a future meeting
- Erika brings up the discussion of the Start and End times for the Schools. She requests that this be brought up at the May meeting.

14 Confirm Next Meeting Date and Location

- April 10, 2019 at 5:30 pm will be a Superintendent Search workshop
- May 1, 2019 is the next scheduled School Committee meeting

Motion to adjourn: Mitch McClain motion to adjourn; Steven Strojny seconded; Unanimous 7-0-0

Meeting ended at 9:20 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	PTA Correspondence
2	
4	
5	
6	
7	2019/2020 School Calendar, SY 20 Calendar Feedback, SY 20 Email Feedback
8	FY 2020 Budget Documentation
9	School Committee Meeting Minutes – March 13, 2019
10	School Choice Projection



Bourne Public Schools

11	Recommendation Letter for Director of Special Education and Student Services
12	
13	
14	

BOURNE SCHOOL COMMITTEE MEETING

DATE: WEDNESDAY APRIL 10, 2019
TIME: 5:30 P.M.
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD, BOURNE MA 02532

AGENDA

- ✓ *The School Committee may vote on all items listed on this agenda*
- ✓ The preceding listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law

SCHOOL COMMITTEE BUSINESS

- 1) Superintendent Search

APR 10 5 30 PM '19
BOURNE HIGH SCHOOL LIBRARY

APR 10 2019

BOURNE SCHOOL COMMITTEE MEETING

DATE: WEDNESDAY APRIL 24, 2019
TIME: 6:00 P.M.
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD, BOURNE MA 02532

AGENDA

- ✓ *The School Committee may vote on all items listed on this agenda*
- ✓ The preceding listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law

SCHOOL COMMITTEE BUSINESS

- 1) Superintendent Search, NESDEC Initial Meeting

RECORDED
2019 APR 24 PM 2:51
TOWN OF BOURNE



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Special Meeting Minutes

DATE: Wednesday, April 24, 2019

TIME: 5:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Erika Fitzpatrick; Steven Strojny; Jennifer O'Neil; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT: Ronda D. Jones Tobey

OTHER ATTENDEES PRESENT: Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 5:30 PM

1. Announcements

Chair Chris Hyldburg

- The Committee is waiting to approve the Minutes from two previous meetings, which will be voted on at the May 1st meeting.
 - The agenda for this meeting is the Superintendent Search and entering into a contract with NESDEC.
 - Tom Guerino, Town Manager, was provided with the completed forms for payments from the revolving funds.
 - Superintendent's resignation letter was read aloud to the Committee.
-

2. Superintendent Search

Mr. Art Bettencourt and Dr. Carolyn Burke

- Mr. Bettencourt thanks the Committee for engaging NESDEC to begin the BPS Superintendent Search. NESDEC is excited to work with the Committee and BPS. An Agenda was distributed for all to review.
- Mr. Bettencourt asks the Committee if there has been any discussion of an Interim position. Chair Hyldbug responds that this conversation has been pushed for discussion with NESDEC.
- Erika Fitzpatrick asks about having a Superintendent in place with a September timeframe, but is not sure if this is rushing the process. Mr. Bettencourt states that the timeline presented to the Committee for hiring the Superintendent for January 2020 is just one model.
- Steven Strojny questions whether we are in a good place/time for this search compared to searches from other districts. Mr. Bettencourt says there is no good or bad time for a search. Expectations may include currently working applicants which may be looking for change during the summer months. This would also allow them to give a 90 or 120 day notice. Dr. Burke notes that hiring a Superintendent during the school year



Bourne Public Schools

would also allow applicants to get to know more about the district. This can vary in regards to the type of applicant you are looking for.

- Mr. Bettencourt speaks to another important consideration, the community's involvement in the search which can be more difficult during the summer months. Due to many family activities during the summer there may not be as much attention to a search. An Interim Superintendent can play an important role in this aspect of a search and would be well received by a new Superintendent coming in.
- Mr. Bettencourt states that If an Interim is selected as a present choice they would also assist in the selection and installation of one. The biggest mistake that can be made is to rush the process.
- Chair Hyldborg asks if the timeline is increased to July 1st of the next year, would this cause the selection process to become stagnant? On the timeline, you could put the January 1st date even if the individual will not start at that time.
- Jennifer O'Neil asks what type of candidate would apply for an Interim position? Notably, retired Superintendents and other candidates that may be looking to transfer to this area. There may be other districts looking for Interims, right now. If an Interim person is well liked and Bourne is pleased with them, there may be no need to continue a search for a permanent.

3. Agenda - Superintendent Search

- Mr. Bettencourt begins with the overview of the guide. They are there to begin the search based on Bourne's needs. They request that one person be the representative for communications between NESDEC and the School Committee. Erika asks if there should be a sub-committee? A screening committee should be the first group based on the constituency requested. Within the packet is additional information on the selection of a screening committee. A screening committee does not have to be chosen right away.
- Dr. Burke reviews the timeline of things to do with the School Committee. She explains the role of a liason between the Committee and NESDEC. The Committee is agreed on this commitment. Chris states that, at this time, the Liason will be the Chair, which was approved by members tonight.
- Mr. Bettencourt points to the draft letter to use as text for the Superintendent position search. This letter can be edited by the Committee, referred by the liason to NESDEC for review, before a final draft/letter is ready for distribution. He points to several areas on the letter which can be made our own and can be specific to Bourne's search. Along with the letter, electronic email blasts can be sent out along with information being placed on the NESDEC website.
- Chair Hyldborg points to previous searches and the Residency option. How do they see this option, as a negative or a positive? Can this restrict the candidate pool? Bourne requires that the Superintendent live within town. There is no specific policy or bylaw. Mr. Bettencourt and Dr. Burke state that this is very unusual and can limit the applicant pool. Erika asks if there is a radius requirement when pooling applicants? This can be poised as an interview question instead of a requirement of the position.
- Chair Hyldborg would like to amend/dissolve this residency requirement policy and requests that this be put on the Agenda for the next scheduled meeting so that it can be put to a vote. Mitch notes that housing may be an issue with the request for a resident Superintendent. There may be a relocation fee involved also.
- Mr. Bettencourt references the screening committee and suggests that the Committee think of a constituency rather than people. For example, the choice of teachers instead of choosing specific teachers to be on the committee. The Committee, of course, has the right of refusal for a specific member applicant for the screening committee. Another suggestion is to have at least two School Committee members on the screening committee.
- The web-based survey is discussed along with focus groups. Chris states that there is value in engaging focus groups. Dr. Burke speaks to focus groups, for instance a staff focus group which NESDEC would set up and be ready to receive information. This may include web based surveys and administrative meetings, staff meetings, and Town meetings. There is no limit or cap to the number of members that can be in a focus group. Chair Hyldborg looks at at least three focus groups for Bourne's needs.
- Dr. Burke and Mr. Bettencourt explains more of the process. Erika asks about someone missing a focus group meeting. If someone has additional information or questions they can go to the web survey.



Bourne Public Schools

- Once a screening committee is formed and NESDEC is given their names, NESDEC will put together a meeting for this group to give them information on what their roles within the committee will be. This may include application process or timeline along with screening applicants. It was noted that there is a time commitment for anyone that is selected and that they must be aware of this requirement.
- In the application process, NESDEC does not pre-screen candidates, they leave it to the screening committee to review applicants and choose finalists.
- Chair Hyldborg asks if NESDEC provides a server or server access? NESDEC does have a secure survey where they can put documentation for the committees to review which is password protected.
- Erika Fitzpatrick asks about the time frame of an individual's interview. This can be from 4 to 6pm, 6 to 8pm or even Saturdays, it all depends on Bourne. A schedule would need to be set up based on what the groups want.
- Once the screening committee has chosen finalists, this list is forwarded to NESDEC to communicate with them and the Committee. Following this is the interview process for selected applicants. Mr. Bettencourt lists many of the options available for the District.
- Lastly, is the applicant selection. NESDEC will help with this. This process can take up to four months to complete. Mr. Bettencourt notifies the Committee that you are prohibited from asking candidates their current salary.
- Erika asks if the Superintendents' salary is public information? Mr. Bettencourt states they are but that NESDEC can help with this.
- Robb Duprey asks in this process, is an interim selected first? Mr. Bettencourt suggests that this be done quickly. The board will ultimately be the decision maker for both the Interim and Superintendent. You can limit the applicant pool if you put in an Interim who may also be applying for the Superintendent position.
- Chair Hylburg asks if an Interim Superintendent is evaluated? Not necessarily done but they may ask for a letter of reference. NESDEC will notify the public as soon as a decision by the Committee is made. Chris suggests that members contact Dr. Burke to discuss any additional questions or concerns they may have.
- The timeline will be adjusted by NESDEC per the School Committee's direction. Either one of the consultants are available for contact.

4. Chair Hyldborg reviews Agenda items to be discussed at the next scheduled meeting for May 1st at 6:30pm

- Chris asks if there are any public comments - none

Motion to adjourn: Steven Strogny motion to **adjourn**; Erika Fitzpatrick **seconded**; Unanimous 6-0-0

Meeting ended at 7:06 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, May 1, 2019
TIME: 5:30 PM EXECUTIVE SESSION 6:30PM GENERAL MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532 – 508.759.0670

REC'D
2019 APR 29 PM 1:28
TOWN OF BOURNE

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

5:30 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with [BEA Educational Support Personnel - Ratification] personnel. To discuss strategy with respect to collective bargaining [BEA - Admin Assistants] or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES.

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence (Superintendent & Subcommittees), Student report BHS
- 2) 10 min MTSS – BHS
- 3) 10 min Out of state and/or extended overnight trips (Quebec SY20/Europe SY21 – BHS)
- 4) 15 min SY 2019 - 2020 Calendar
- 5) 20 min SY 2019 - 2020 Transition update
- 6) 10 min Time Capsule- BIS
- 7) 10 min Bourne School Building Committee report

SCHOOL COMMITTEE BUSINESS

- 8) 2 min Accept SC minutes for April 3, April 10 & April 24
- 9) 20 min Interim Superintendent
- 10) 20 min Superintendent Search – Review/Structure
- 11) 10 min Policy
 - CBE Residency Requirement for Superintendent/Assistant Superintendent
 - Job Description – ESP(s) [10], BCBA
 - Retire - ILBA, IL
 - Distribute – JOA-R, IHBA, IKAB
- 12) 10 min Budget- Line Item Transfer
- 13) 5 min Review and propose future agenda items
- 14) 5 min Confirm next meeting date and location
 - May 6th and 7th - 2019 Town Meeting BHS
 - June 1, 2019 10:00 AM BHS Graduation, Jackson Field
 - June 5, 2019 SC Meeting, BHS
 - June 26, 2019 SC Meeting, BHS

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Welcome New School Committee Members - June
- o Superintendent Search update- ongoing
- o Transition Updates
- o Policy – IJNDD - June
- o BPS Policy Manual - June

BOURNE SCHOOL COMMITTEE MEETING

DATE: FRIDAY, MAY 31, 2019
TIME: 5:30 P.M.
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD, BOURNE MA 02532

AGENDA

- ✓ *The School Committee may vote on all items listed on this agenda*
- ✓ The preceding listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law

SCHOOL COMMITTEE BUSINESS

- 1) Superintendent Search

Cancelled

FRIDAY, MAY 31, 2019
2:09 PM '19
1000 PINE STREET
BOURNE, MA 02532



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, May 1, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Steven Strojny; Jennifer O'Neil ; Erika Fitzpatrick; Ronda D. Jones Tobey; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Steven Lamarche, Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning; Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

Town Administrator Tom Guerino comes to the meeting to wish Superintendent Lamarche well in his new position. He speaks highly of him in both his professional and personal life. He will be missed.

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Announcements

Superintendent Steven Lamarche

- Announces that our own Jenn McGrail, who helps with the School Committee productions, was named one of the Cape and Plymouth Businesses Best 40 Under 40. Her leadership certainly has paid dividends to this community.
- Reminds the public of the two early release days for the end of the year. They are scheduled for May 31st and June 7th. These early releases are for Kindergarten though Grade 8 only.
- The Cape Cod Canal Chamber is presenting Bridge Awards tonight to Amy Fish, our BHS Inovation studio teacher.



Bourne Public Schools

- MIT is hosting a Massachusetts Science and Engineering Fair that four of our students will be attending this weekend.

Assistant Superintendent Melissa Ryan

- Bourne Public Schools was awarded the \$110,000 Increasing Access to Social, Emotional and Behavioral Support Grant for the upcoming school year. The grant would support students in this aspect and would increase staff and professional development. This grant will allow a full time School Adjustment counselor in each of the Intermediate and Bournedale schools.
- This district will continue the Universal Tool which will increase screening to identify students with social and emotional issues.
- Recognizes the Bourne Middle School for their Curriculum Night last night. There were some amazing pictures and photos which shows the hard work the students and teachers put into this event.
- The Bourne Middle School has scheduled their Band and Chorus concerts for May 20th and May 21st, respectively. The BMS' Musical Production of The Wizard of Oz is scheduled for June 7th, 8th and 9th. All are invited to attend.

Principal Amy Cetner

- Principal Amy Cetner reports the students attending the MA Science and Engineering Fair are Emily Pike, Emily DeGowin, Yasmin Nyman and Kai Chen. The results will be reported to the School Committee once they are in. If you are interested in attending the award ceremony, it is on Saturday, May 4th at 3:00 pm.
- Emily Pike, a BHS Junior, earned a \$5,000 Marjot Foundation Scholarship for the 2019/2020 school year. Emily is very excited to use the funds to continue her research on how different bacteria affect the output of plant microbial fuel cells.
- Junior Prom is scheduled for Friday, May 10th at Camp Bournedale. Students will be transported there and attend both the formal Prom and After Prom festivities at the Camp. Thank you to Mrs. Malouin and Mrs. Johnson for all their work planning this event.
- The annual Memorial Garden Ceremony will be held on May 20th at 9:00 am at the back part of the BHS student parking lot. Please join us to celebrate this event.
- Many senior class events are coming up and will take them up and through to Graduation. Mrs. Strode and Mrs. Booker have planned a wonderful week of events for the graduating students. Graduation is June 1st at 10:00 am on Jackson field.
- Additional events include:
 - The BHS Spring Music Concert is tomorrow at 7:00 PM.
 - BHS Key Club Olympics is scheduled for May 7th.
 - BHS Art Show and Auction is on May 9th.
- Superintendent Lamarche announces the 3rd and 4th grade All Star Revue on May 17th and 18th. This event showcases the talents of our third and fourth graders.

Chair Chris Hylburg

- Thanks the two outgoing School Committee Members Erika Fitzpatrick and Ronda Tobey for their dedication and service.

2. MTSS - BHS

Jen McDonald, English Teacher at Bourne High School

- Lists the teachers and staff members that are participating and leading BHS MTSS program.
- A slide show was presented to the School Committee for their information. The MTSS program is different at the secondary school level. There is a lot of planning and discussion involved in the BHS Tier program to accommodate older students.



Bourne Public Schools

- There is quite a bit of professional development available for staff. Mrs. McDonald provided a handout to the Committee regarding assessments and lesson plans.
- The group is looking to bring back some of the positive traditional events/enrichments such as bonfires, Key Club olympics, etc.
 - Chair Hylburg thanks Mrs. McDonald for her passion and work involved with students and staff.

3. Out of State and/or extended overnight trips (Quebec SY20/Europe SY21 – BHS)

Julie Angell – French Teacher, BHS

- Updates the Committee on the BHS students' recent trip to Europe (Budapest, Prague, Vienna and Munich).
- Students that were unable to attend that trip have requested a field trip to Montreal and Quebec City. Julie is currently working on the details for about 15 to 25 students and two to four adult chaperones.
 - Erika Fitzpatrick asks if this trip is open to all students or only the students in French class. This field trip is open to all students at BHS.

Erika Fitzpatrick makes a motion to approve this field trip; Robb Duprey seconds; Approved 7-0-0

Mr. Rand Pugh - Spanish Teacher, BHS

- Mr. Pugh discusses the details of the trip to France and Spain to give students a look into European culture.
- This trip is scheduled for 2021 to give students more time to fundraise in order to defray costs for families. Another plus is if we request it now we are able to lock in the price.
 - Erika asks, with the longer time frame, are more students anticipated to attend? Mr. Pugh thinks that there will be more which would increase the number of chaperones.

Erika Fitzpatrick makes a motion to approve this field trip; Jennifer O'Neil seconds; Approved 7-0-0

4. SY 2019-2020 School Calendar

Lauri Gilbert, BEA Representative

- Comes before the board to revisit the vote from the last meeting approval of the calendar.
- She would like the group to consider instead of two early release days a month to one early release day a month. After reviewing the calendars from the previous year and this year it shows a 30 hour professional development (PD) time.
 - Mr. Lamarche asks for clarification on the hours being counted and if this includes faculty time? He explains to Erika that the faculty time is included in that 30 hours of PD time.
 - Chair Hylburg states that this time may be beneficial to staff as this is a transition year. He requests clarification on the problem with next school year's calendar. Ms. Gilbert believes these early releases are detrimental to student learning and gives an example of this to the Committee. Mrs. Ryan gives Ms. Gilbert a list of items expected to be part of PD next year. Chris believes there is value in giving more PD to staff, especially during this transition year.
 - Mitch McClain also agrees that the one hour release is less disruptive to the students and families as this may represent only one class.
 - Erika thanks Ms. Gilbert for looking into this based on a question posed at last meeting. She would like to see the results of this change after this year.
 - Robb Duprey states that he is in support of Ms. Gilbert's presentation to this Committee and makes a motion to approve this request.



Bourne Public Schools

Robb Duprey makes a motion to accept changes to the calendar presented by Lauri Gilbert; No second

5. SY 2019-2020 Transition Update

Ms. Jane Norton, Principal and Craig Davidson, Director of Special Education and Student Services

- Ms Norton updates the committee on several things which will be taking place this month.
- On May 23rd there will be an "End of an Era" tour at Peebles Elementary when community and previous students are able to tour the building before it closes.
- On May 24th, there will be a grade-span school meeting with this year and next year's staff that will include PD training.
- Tours will be scheduled for district staff to do a walkthrough of the Bourne Intermediate School.
- June 10th event at the Peebles Elementary will be the last event for this school. The last couple of days of school the students will be allowed to sign the outside of the school with chalk.
- Over the summer we will have a Grand Opening ceremony for the building and have orientation nights for each of the grade levels.
- Ms. Norton asks the public and the Committee for any suggestions of events that can be included in the transition schedule.
 - Mr. Geist presents the key to the Bourne Intermediate School to Ms. Norton from the School Building Committee.

6. Time Capsule – BIS

Superintendent Steven Lamarche

- Mr. Lamarche lists the many items that will be included in the Time Capsule.
 - Chair Hyldborg states that this Capsule will be opened in 30 years. It is requested that the community have input on the items being included.
 - Email with suggestions can be sent to Mr. Lamarche, Mr. Geist or any School Committee member for possible inclusion in the Time Capsule.

7. Bourne School Building Committee Report

Jordan Geist, Director of Business Services

- Mr. Geist updates the Committee on what remains to be done at the BIS.
- Chair Hyldborg reports on what is left to do, such as demolition of the Peebles Elementary which will occur over the summer.

SCHOOL COMMITTEE BUSINESS

8. School Committee meeting minutes for April 3 and April 10, 2019

Approved with corrections; 7-0-0

9. Interim Superintendent



Bourne Public Schools

Chair Chris Hyldburg

- Chris requests comments from the group
- Robb Duprey suggests we do get an Interim as suggested by the Consultants. This would allow a longer and better process
- Jennifer O'Neil believes it is valuable to have an Interim during this process and hopes there is a quick and streamlined process.
- Steven Strojney also likes the idea of an Interim as per the Consultant's position.
- Mitch McClain also agrees but does not want an Interim position that would tie our hands.
- Chair Hyldburg states that Interim would assist in the selection of a permanent Superintendent. They can play a key role in this process.

Ronda Tobey makes a motion to hire an Interim Superintendent; Robb Duprey seconds; Approved 7-0-0

- Robb asks what is the time frame of hiring an Interim. Chris asks about the Committee's target date for hiring the Interim. Robb would like to have this person attend the summer workshop.

10. Superintendent Search – Review/Structure

- Chris gives some explanation of questions asked of the Consultant and the answers that can be found on a document in the file. He gives a brief explanation of the Focus Groups and Search Committee.

11. Policy

1. CBE Residency Requirement for Superintendent/Assistant Superintendent

- Chris Hyldburg suggests the Committee either approve or edit this policy. Each Committee member gives their input on this policy. Discussions along with examples given were both positive and negative to dissolve/edit this policy.

Robb Duprey makes a motion to rescind the policy as it currently exists; Erika Fitzpatrick seconds; Approved 6-1-0

2. Job Description – ESP(s), BCBA

- a. Assistant Superintendent Melissa Ryan notifies the Committee that the ESP contract has been ratified. As part of the contract, the ESP(s) job descriptions were updated by category. They all follow a similar format and wording except where the position is specific to student management needs.

Robb Duprey makes a motion to accept job description process as a slate, Ronda Tobey seconds; Approved 7-0-0

- Erika Fitzpatrick asks if there was any input from staff into drafting them. They were provided to the BEA leadership and Admin has not received feedback at this time. Mr. Davidson and Mrs. Ryan were the ones that crafted them.
- Lauri Gilbert did receive the job descriptions about two weeks ago and thought they were given to her as drafts. She assumed that they were to bring this before them for review before a School Committee vote. She has not forwarded them to her membership.
- Erika would rather see something with feedback before voting by the School Committee. Chris disagrees with that. He believes the employers have the right to create job descriptions.

Ronda Tobey makes a motion to table this vote to the next meeting; Robb Duprey seconds; Approved 7-0-0



Bourne Public Schools

- b. Job Description for BCBA - this position is currently filled but does not have a formal job description

Ronda Tobey makes a motion to approve this BCBA job description; Robb Duprey seconds; Approved 7-0-0

3. Retire – ILBA, IL

- Superintendent Steven Lamarche explains these two policies for Retirement

Ronda Tobey makes a motion to retire policy ILBA; Robb Duprey seconds; Approved 7-0-0

Ronda Tobey makes a motion to retire policy IL; Erika Fitzgerald seconds; Approved 7-0-0

4. Distribute – IJOA-R, IHBA, IKAB, JFABD, JFABE, JFABF

- Superintendent Lamarche gives updates on these policies. There is no action required by the Committee as they are for review and feedback.

12. Budget Line Item Transfer

- Tabled for the Next Meeting

13. Review and propose future agenda items

- Discussion regarding upcoming Agenda items, including tabled items from this meeting
- Brief discussion by Superintendent Lamarche regarding policy inclusion and final BPS Policies

14. Confirm Next Meeting Date and Location

- May 24th at 8:00 am for the Retirement party for the staff retirees
- June 1st is the Graduation Ceremony scheduled at the Jackson Field
- June 5, 2019 is the next scheduled School Committee meeting
- June 26, 2019 is the next scheduled Special School Committee meeting

Peter Meier, Chair of the Board of Selectmen, comes before the board to recognize Erika and Ronda for their service to the Town and School Committee.

Motion to adjourn: Mitch McClain motion to adjourn; Steven Strojny seconded; Unanimous 7-0-0

Meeting ended at 8:30 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary



Bourne Public Schools

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

Agenda Item	Document
0	Agenda
1	Jen McGrail Award
1	Amy Fish Award
1	Letter from the MA Governor - \$110,000 Grant Award
2	
3	BHS Field Trip to Canada – SY 2020
3	BHS Field Trip to France and Spain – SY 2021
4	2019/2020 School Calendar
5	Upcoming Transition Events
6	
7	
8	School Committee Meeting Minutes – April 3 and April 10, 2019
9	
10	
11	Job Descriptions – CBE Residency, Job Descriptions
11	Policies; IHBA, IJOA-R, IKAB, IL, ILBA, JFABD, JFABE, JFABF
12	
13	
14	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, June 5, 2019
TIME: 6:00 PM EXECUTIVE SESSION 6:30PM GENERAL MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532 – 508.759.0670

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

6:00 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with personnel. To discuss strategy with respect to collective bargaining [BEA - Administrative Assistants] or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES.

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence (Superintendent & Subcommittees)
- 2) 10 min Welcome new school committee members
- 3) 10 min Student Report
- 4) 10 min Interim Superintendent Search update
- 5) 20 min SY 2019 - 2020 Transition update

SCHOOL COMMITTEE BUSINESS

- 6) 2 min Accept SC minutes for April 24 & May 1
- 7) 10 min Policy
 - Job Description – ESP(s) [10]
 - Action – IJOA-R, IHBA, IKAB
 - Distribution – IJNDB, IJNDC, IJNDD
- 8) 10 min Budget- Line Item Transfers
- 9) 5 min Review and propose future agenda items
- 10) 5 min Confirm next meeting date and location
 - June 26, 2019 SC Meeting, BHS
 - July ?
 - August 14, 2019

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Superintendent Search update- ongoing
- o Transition Updates - ongoing
- o BPS Policy Manual - June



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, June 5, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Steven Lamarche, Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning; Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Announcements

Superintendent Steven Lamarche

- Announces the postponement of the Bourne Intermediate School community tours which are scheduled for June 6th and June 8th. Rescheduled tours will be held over the summer.
- Thanks parents for their understanding regarding the two half days and stresses the importance of them with the transition to grade-span schools next school year.



Bourne Public Schools

Assistant Superintendent Melissa Ryan

- Bourne Middle School's play production is this weekend. There is a group offering a "dinner and a show" tickets for those that are interested.
- Recognizes the Bourne Elementary School teachers that have been working with the Early Literacy Grant. This group of teachers have put in a tremendous amount work.

Jordan Geist, Director of Business Services

- Updates the Committee regarding the transportation routes and bus stops. A mass communication will be sent out to parents regarding drop-off and pick-up changes on campus. Along with the bus routes and stops, information will be posted to the website.
- Rise Engineering and Capelight Compact has agreed to provide us an \$80,000 grant which would give equipment for our boilers to run efficiently. This would provide a \$10-15,000 savings to the Town.

Chair Chris Hyldborg

- Tells the Committee that he thought it was one of the best graduations he has attended. This was Assistant Superintendent Melissa Ryan's first class in her tenure here and as such read each student's name. Superintendent Lamarche, as this is his last graduation in Bourne, handed each student their diploma.

2. Welcome New School Committee Members

Maureen Fuller

- Gives the Committee her personal history with the Town of Bourne and School district. In this role, she is happy to give back to the community that has served her so well.

Emily Berry

- Was a public school teacher and has substituted and volunteered in the Bourne Public Schools for many years. She is happy to be on the Committee. She is very proud that she was one of the founding members of the Bourne Education Foundation.

- Chair Hyldborg thanks them both and welcomes them aboard.

3. Student Report

Patrick Sweeney

- In May, the High School had their band and chorus concert. Overall the concert went very well and many were pleased and impressed with it.
- AP tests were held. Students and teachers will have to wait until the end of July for test scores.
- The Memorial Garden annual tradition presented by the Student Council was a success. Olivia Fitzpatrick gave a speech and laid flowers in memory of students that have died during their time in the BPS.
- The accapela group, Hyannis Sound, came and performed for music students yesterday. The Nye Grant funds this much antipated musical presentation. Students are so pleased with them that they hope to see this group return every year.
- Grade 9 MCAS Biology testing is complete and concludes all testing for this year.
- Graduating Seniors had a very eventful last week of school before graduation.
- Student Council candidates gave speeches this past week. Elections are currently being held.
- Summer course work is in the process of being handed out for students taking AP classes next year.



Bourne Public Schools

4. Interim Superintendent Search Update

Chair Chris Hyldborg

- Updates the Committee on the request made to the consulting firm to begin receiving applications for this position. A small selection group of individuals were asked to be on the search committee which would review and select four applicants. These applicants will come before the Committee at the June 26th meeting for interviews.

Robb Duprey

- As one of the members of the Interim Search Screening Committee, he tells the Committee of the process, review and selection of applicants. The Committee chose four candidates, they are:
 - Former Superintendent of Schools Dr. Perry Davis
 - Former Superintendent of Schools Dr. Sally Dias
 - Bourne Assistant Superintendent Melissa Ryan (current)
 - Former Superintendent of Schools Dr. Susan Hollins
- Thanks the members of the screening committee for their work on this very important process. Robb hands to each Committee member, the applications of the four applicants chosen.
 - Maureen asks how many applicants applied? There were 13 applications. Consultant Carolyn Burke gives the specific details on how the process was done.
 - Chair Hyldborg states that at the June 25th meeting, applications will be reviewed, applicants interviewed and then a Committee vote for the applicant chosen.
 - Maureen asks if the School Committee creates the questions. Carolyn Burke states that she will work with the Committee to choose questions and any additional needs in order to be able to vote. A workshop can be planned for this evening if possible to iron out specifics.
 - Chair Hyldborg states that since there is no agenda item this meeting and that they should use this meeting to work together to finalize decisions in order to prepare for a vote on the 26th.

Dr Carolyn Burke, NESDEC Consultant

- Dr Burke requests from the Committee the interview time frame for each applicant. An interview, as one or two questions per member could be between 7 or 14 questions, should be considered when setting an interview time. A 45 minute interview sounds reasonable.
- Additional information and suggestions were given to the Committee. Each member must choose a theme and question tonight. You should ask yourself what “you need to know” and frame your question that way.
- Dr. Burke lists questions that can not or should not be asked, specifically personal questions. You want to take as little time as possible as there will be a time constraint on each member question and applicant answer.
 - Chair Hyldborg asks about references, does the School Committee call them? This can be done by NESDEC which would follow through with the Chair. Dr. Burke asks if she should start making these calls. Any member can reach out to Dr. Burke if they also want to make calls to applicant references.
 - Committee members noted some questions to ask applicants and were given advice from the Consultant as to how to phrase them and what not to include in a question.
- The Consultants will be available for assistance to the Committee the evening of the interviews. It is very important that someone be available to mark the time per candidate.
- There was discussion with the Committee in regards to the process of deliberation between members when it comes to the vote for the Interim Superintendent.

5. SY 2019-2020 Transition Update

Ms. Jane Norton and Mrs. Elizabeth Carpenito, Principals, Bourne Intermediate School and Bournedale Elementary School



Bourne Public Schools

- Ms. Norton updates the Committee on the grade-span transitions
- Assistant Superintendent Ryan along with Jordan Geist, Director of Business Services, are in the process of moving over data systems from Peebles to the Intermediate School. This would include Nutrikids, PowerSchool SIS, Special Ed program, etc.
- In-school calendars for next year are being worked on with staff to finalize calendar events.
- Transitional events have been beneficial to all. Grade level tours are ongoing.
- Each grade level is signing a banner which will be displayed for students to view their names next school year.
- A survey was sent to students to review recess equipment. It is surprising to view comments made by the students.
- The Peebles End of an Era night was a huge success. The turnout of staff, parents and students in attendance was amazing. A very special thank you to the PTA for their support and assistance with this evening's events.
- Lastly, on the last day of school, students will write with chalk on the outside wall of Peebles. The Committee was invited to do the same.

SCHOOL COMMITTEE BUSINESS

6. School Committee meeting minutes for April 24 and May 1, 2019

Approved unanimously; 7-0-0

7. Policy

a. Job Description

- Assistant Superintendent Ryan discusses the ESP job descriptions that was tabled at the last meeting. She met with ESPs and others to review, update and approve them.
- There are up for approval by the School Committee and will be voted on individually.

Mitch McClain makes a motion to approve CNA ESP; Robb Duprey seconds; 6-1-0

- Maureen Fuller asks for clarification on the word "provide" on the job description. The intention of the separate job descriptions is to better define a CNA and/or LPN's duties that would also assist and be under the direction of the teacher.

Mitch McClain makes a motion to approve In-Class Support ESP; Robb Duprey seconds; 6-1-0

- Maureen Fuller expresses concern with wording on this job description.

Mitch McClain makes a motion to approve Job Coach ESP; Robb Duprey seconds; 7-0-0

Mitch McClain makes a motion to approve Kindergarten ESP; Robb Duprey seconds; 6-1-0

Mitch McClain makes a motion to approve Library ESP; Robb Duprey seconds; 7-0-0

Mitch McClain makes a motion to approve LPN ESP; Robb Duprey seconds; 6-1-0

Mitch McClain makes a motion to approve Pre-School ESP; Robb Duprey seconds; 6-1-0

Mitch McClain makes a motion to approve Student Specific ESP; Robb Duprey seconds; 7-0-0



Bourne Public Schools

Mitch McClain makes a motion to approve Technology Specialist ESP; Robb Duprey seconds; 7-0-0

Mitch McClain makes a motion to approve Title I ESP; Robb Duprey seconds; 6-0-1.

- Maureen Fuller requests clarification on item 21 of this job description. If there is a recommendation for a student from OT, PT and/or the speech teacher that the ESP would incorporate the recommendation in the student's instruction. She has concerns with wording and some item descriptions overlapping.

b. Actions – IJOA-R, IHBA, IKAB

- Policy IJOA-R

Robb Duprey makes a motion to accept Policy IJOA-R with edits; Jennifer O'Neil seconds; Approved 7-0-0

- Policy IHBA

Mitch McClain makes a motion to accept Policy IHBA as presented; Robb Duprey seconds; Approved 7-0-0

- Policy IKAB

Mitch McClain makes a motion to accept IKAB as presented; Steven Strojny seconds; Approved 6-1-0

- Maureen Fuller questions the 20 point drop without a notification to parents. She recommends the point drop to 10 or one full letter grade. Parents of middle school and high school age students are able to log in to their student's PowerSchool account to see any changes with their child's grades.
- Melissa Ryan states that our teachers do a very good job with communicating with parents. PowerSchool is a very important part of this and of significant use.
- Steven Strojny states his experience with the schools and prefers to stay with the 20 point drop as to not put an additional burden on teachers.

c. Distribution – IJNDB, IJNDC, IJNDD

- Superintendent Lamarche gives a brief explanation of each policy for distribution and review.

8. Budget - Line Item Transfers

Jordan Geist, Director of Business Services

- Mr. Geist updates the new school committee members on the budget transfers and end of year closeout process.
- The document with line item transfers shared with the members are up for vote the evening.

Mitch McClain makes a motion to accept line item transfers as presented; Steven Strojny seconds; Approved 7-0-0

9. Review and propose future agenda items

- Discussion regarding upcoming Agenda items to include the Interim Superintendent selection



Bourne Public Schools

10. Confirm Next Meeting Date and Location

- June 26, 2019 - special School Committee meeting for Interim Superintendent interviews
- July 10, 2019 - School Committee Meeting
- August 24, 2019 - School Committee Meeting

Motion to adjourn: Steven Strojny motion to **adjourn; seconded;** Unanimous 7-0-0

Meeting ended at 8:35 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	
2	
3	
4	
5	
6	School Committee Meeting Minutes, April 24 and May 1, 2019
7	ESP Job Descriptions
7	Policies - Action: IJOA-R, IHBA, IKAB; Distribution: IJNDB, IJNDC, IJNDD
8	Line Item Transfers
9	
10	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, July 10, 2019
TIME: EXECUTIVE SESSION 5:15 PM GENERAL MEETING 5:30 PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532 – 508.759.0670

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

5:15 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with personnel. To discuss strategy with respect to collective bargaining [BEA - Administrative Assistants ratification] or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

5:30 PM PUBLIC COMMENTS

Opportunity for Public Comments *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES:

Public recording statement

PUBLIC PARTICIPATION

- 1) 5 min Introduction – Interim Superintendent Interviews

SCHOOL COMMITTEE BUSINESS

- 2) 50 min Interview – Ms. Melissa Eakins-Ryan
- 3) 50 min Interview – Ms. Sally Dias
- 4) 50 min Interview – Mr. Perry Davis
- 5) 50 min Appointment – Interim Superintendent
- 6) 5 min Review and propose future agenda items
- 7) 5 min Confirm next meeting date and location
 - August 14, 2019

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o School Committee Reorganization – July
- o Superintendent Search update-ongoing
- o Student Handbooks – Aug.
- o Staff Resource Handbook - Aug
- o Transition Updates - ongoing
- o BPS Policy Manual - July

BOURNE SCHOOL COMMITTEE

2019 JUL - 3 PM 12:57

BOURNE



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Special Meeting Minutes

DATE: Wednesday, July 10, 2019

TIME: 5:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Steven Strojny; Emily Berry; Maureen Fuller; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT: Jennifer O'Neil

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 5:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Chair Chris Hyldburg informs members, attendees and the public of the purpose of this meeting which is to interview candidates for the Interim Superintendent position. A Committee vote will be taken at the end of the meeting to select an Interim Superintendent that will fill this position until a permanent Superintendent is selected and appointed.
2. Candidate #1 - Melissa Ryan, Assistant Superintendent (current)
 - a) Chair Hyldburg asks Mrs. Ryan what she believes she can do as an Interim Superintendent for Bourne Public Schools.
 - Melissa tells members how honored she is working with BPS students and with the Bourne community. She gives the Committee a brief overview of her years of service to the Bourne Public Schools. She has been with the District twelve years with the last nine years in a leadership role.
 - Her goal as an Interim Superintendent would be to continue the momentum and work that the school district is currently engaged in especially with the opening of a new school and the transition to grade-span schools.
 - b) Robb Duprey asks Mrs. Ryan to tell the Committee about two or three programs or initiatives that are most important to her and that she has implemented in the Bourne Public Schools.



Bourne Public Schools

- The handout given to members includes four items that she feels are the most important initiatives to BPS. She gives details on each point noted on the handout.
 - The most exciting work will be with the implementation of the MTSS and the work of staff in our District. She discusses the Early Literacy grant that was granted last school year. The educator evaluation system was put in place this last year and was part of the contract negotiations.
- c) Maureen Fuller asks about high performing students and how accountability will be assessed by Mrs. Ryan.
- Mrs. Ryan states that getting students, teachers and staff to be high performing is a high priority with her as she has been in the District for a long time and has seen much change.
 - The use of data and state reporting programs currently in place allows us to assess and evaluate student growth and mastery. Ultimately our early literacy is an area of need that the MTSS will help accomplish along with the Early Literacy grant.
 - We may be Bourne to be respectful, responsible and great but we are also Bourne to be exceptional.
- d) Emily Berry how do you create a culture that teachers who excel in their jobs are celebrated?
- Mrs. Ryan responds by pointing to the programs currently in place to assess and evaluate teachers and staff members. Part of this is developing or creating a climate and culture to include our staff members. Each building has done this throughout the course of the year. Many staff members have come forward with ideas or interests as they are rooted in this common goal.
 - This year's grade-span of schools offers us an awesome opportunity for professional growth and we have an obligation to help that.
- e) Steven Strojny states that Melissa is always prepared and articulate and has the respect of the people she works with and supervises. What is it about you that makes you uniquely qualified and that would allow you to excel in this position?
- Mrs. Ryan thanks him for the kind words. What she wants to convey is that she is a unique and individual leader. She works with a tremendous Administrative team and the work gets highlighted, not the individual. She is her own individual and she makes her own decisions, which may not always be in agreement with others but that is ok. She works and tries to find solutions to problems from students or parents and staff.
 - Special education is near and dear to her heart. She has been fortunate in her career moves and wants to continue the work as an education leader for the Bourne School District.
- f) Mitch McClain asks, as an Interim Superintendent, how would you handle the budget and the work required with the new town leaders?
- Mrs. Ryan notes a document in the handout which specifically addresses her view of the budget. The School District has a process in place that has served it well. She will work with new town leaders on BPS priorities and how to get to a point with our budget that can be supported by the Town.
- g) Emily asks if she were to be hired, who would fill her position?
- Mrs. Ryan states she would likely leave that position open as the administrative team is well equipped to support the needs of the district. We currently have the structure and strength to wait and get the best people in those positions.
- h) Chris Hyldburg asks Melissa, as an Interim Superintendent, how would you measure your success?
- Mrs. Ryan would measure success by maintaining the path and momentum of the work being done now, to continue the process of MTSS and other projects that are in place. It's about continuing our momentum and current work.



Bourne Public Schools

3. Candidate #2 – Sally Dias, Consultant/Superintendent (retired)

- a) Chair Hyldburg asks Ms. Dias as an Interim Superintendent, what challenges does she see and where her special expertise could apply to some of these challenges.
- Ms. Dias states the first thing she would do is to get to know the community, the town people, the School Committee and the staff to find out what their concerns are. Her approach is always to work with people or teams and find out what the barriers are to solving their problems.
 - She sites some example of this from a recent consulting position. She was tasked to look at Central Office functioning. She talked with lots of people and there were several barriers including personnel changes and communication issues. As a Superintendent, she has faced a reading issue at the elementary level. A grant was received to assist with this. She notes that the reading teachers were not very happy with her at the time, but this was a good decision that was made.
- b) Robb Duprey asks Ms. Dias to elaborate on the programs she has been involved in and have implemented in the District.
- Ms. Dias states that any of the programs implemented was a due to a joint effort. She sites a math intervention, a balanced literacy program and a hands on program, among others including grant programs. Increase in scores was visible to Administration as these programs were initiated.
 - She is most proud of the Rise Program at Emmanuel College which is geared to inner-city, minority and hispanic students to support students going to attend the school. She is proud of the mentoring she has done for future Superintendents.
- c) Maureen Fuller asks about how she would assess our current level of success in Bourne?
- Ms. Dias tells the Committee that this would be the second priority in the District after relationship building. She would look at the data, she notes that she has already reviewed Bourne's state data. She would call the Principals together and ask about their goals and the assessment of student learning.
 - You have to be careful in choosing a program that would be most effective such as observations, student learning and data. There are many ways to assess and if something is not working, you have to be able to make a change.
- d) Emily Berry continues along this questioning to ask how she would use these efforts to promote teachers that excel and how to celebrate them?
- Communication with teachers and personal notes can sometimes be better than a large celebration. Another thing that helps teachers is providing good professional development that would assist them in the classroom.
- e) Steven Strojny complements her on her impressive resume. He begins by asking her about the 5 people she has mentored and what positions they held before being selected as Superintendent. He also asks what about her that would make her uniquely qualified to be an Interim Superintendent.
- Ms. Dias states one Principal and four Assistant Superintendents went on to accept Superintendent positions.
 - She is very passionate about what she does and working with schools and teachers. It is exciting and challenging to work with people. She is an applicant to this position because she misses the day to day contact with students, teachers, and parents. She is very impressed with Bourne and the values put forth which brings a special appeal to her.
- f) Mitch McClain asks, as an Interim Superintendent how would you handle the budget and the work required with the new town leaders?
- Ms. Dias's approach is to work with a large team of people versus working individually. She wants people to see the budget as a whole district not as a certain program or certain school. Parents can also make an impact in decision making.
- g) Chris Hyldburg asks that in Bourne's governance process is pretty date specific and given that idea, when would you start the budget planning?



Bourne Public Schools

- She states that for her that process would begin in the fall.
- h) Chris Hyldborg asks Ms. Dias if she would consider moving to the town in order to be present and available and how does she believe she can bring her expertise to governing and school department in Bourne.
 - Mrs. Dias would certainly be local during the week and would consider some weekends. She states that she has a local friend that she could stay with, if necessary. She states that she would most definitely not commute from Boston daily.
 - Sally notes that building trust is key and that Bourne is far along in the process of grade-span schools. Listening and a sense of humor is positive for this District. Assuring people and supporting them is very positive aspect.
- i) Emily Berry asks Sally to give more information about the mentoring she has been involved with.
 - Mrs. Dias states that there is no specific technique except to be a good role model, to support their ideas and have them feel valued along with a skill set and confidence and encouragement to move ahead.

4. Candidate #3 – Dr. Perry Davis, Superintendent (retired) notifies the Committee about the handout provided for their information.

- a) Chair Hyldborg states that Bourne has great aspirations for the District and asks Dr. Davis what he would be able to do for Bourne as the Interim Superintendent.
 - Dr. Davis has been an Interim Superintendent in two other Districts. He states that Bourne is a district in transition and his job would be to continue to move the District forward. Dr. Davis has reviewed the website and programs that are currently in place and he would continue to assist in this endeavor.
- b) Robb Duprey asks Dr. Davis to tell the Committee about 2 or 3 programs in any of the Districts that he has worked with and the benefits of the same.
 - The Superintendent should never take credit for any initiatives, he should be a guide and support to the people in the classroom. He gives an example of some of this with one school district where the School Committee makes the final decision and he had to support his staff. Other examples in other districts was also given to the Committee.
 - In another district he explains that a program was implemented but professional development was not part of the implementation and he feels that this is just as important.
- c) Maureen Fuller requests that Dr. Davis explain how he would assess current levels of performance and effectiveness of our programs, teachers and principals.
 - Dr. Davis tells the Committee that he has looked at the state data reports for the Bourne School District. The data shows that Bourne is above the state average in both english, math and science. As he is not familiar with the applications in place, he would need to learn more about what's working and what is not in order to see what may be needed.
 - He suggests that the low income statistics may be in a collaboration with performance.
 - He feels strongly that teacher evaluation is a critical learning component. It would depend on the student's scores to see if there is a need for intervention. He believes it is a process.
- d) Emily Berry mentions that Bourne is a school choice district and that it sees a drop in enrollment at the high school level. She asks how Dr. Davis would improve the school choice issue at the high school level.
 - Dr. Davis gives an example from one of the districts he has worked at and that a survey was put in place to find the issues that may be a part of student enrollment drops. And, that this data may show why students choose to leave the resident district.
- e) Steven Strojny notes that he has been an Interim in two other districts. If you are approved and have some ideas to improve the district, how do you get people to buy in when you are here for a short time?



Bourne Public Schools

- He gives an example from both of the districts he has served at. It is really being able to communicate with people and get an idea of what the district and School Committee's expectations are. He sites the information in his handout for the Committee to review. Dr. Davis would work with the leadership team to see what is in the works and what ideas there are.
- f) Mitch McClain would like to know how Dr. Davis he would deal with the budget and with the new leadership in that process.
 - Dr. Davis gives an example of a regional district that did not have a good financial relationship with each other's towns. The greatest thing required by the schools is the need to be transparent. 80% of the budget is personnel costs and it is important that the district be transparent in budget negotiations.
 - He has reviewed the state budget which includes some changes to Bourne which will have to reviewed. He doesn't believe a budget is incremental, so you should critically take a look at it and trust the educational leaders.
- g) Chris Hyldborg asks Dr. Davis about being a Consultant Coach for a New Superintendent Induction program, can you explain a little about this role and did you act as a mentor for members in this group?
 - Dr. Davis was one of the retired members of this group. Coaching and mentoring are different skills and he gives a brief description of each.
- h) Chris Hyldborg asks Dr. Davis to tell the Committee his view of what a successful Interim Superintendent would look like.
 - Dr. Davis believes that this would be the ability to accomplish your objectives based on a metric set by the School Committee.
 - His goal as an Interim is to leave the district Superintendent ready. He believes there are three phases to an Interim Superintendent position, entry, transition and exit.
- i) Maureen asks Dr. Davis what his greatest strengths are.
 - He believes his greatest strength is being able to listen, learn and bring people together. He believe in the four "L"s, listening, learning, leading and laughing.

5. Appointment – Interim Superintendent

- a) Chair Hyldborg begins deliberations with the Committee in selecting an Interim Superintendent. Mitch McClain notes that this is not going to be an easy selection.
 - Chris speaks to each candidate's interview and resume. He gives the Committee a brief overview of each candidate's experience.
- b) Steven Strojny has some misgivings as to Ms. Ryan as she is an outstanding Assistant Suprintendent. She should continue in this role as he is concerned that her doing two jobs may be difficult. Ms. Dias seems to be a perfect person to mentor Ms. Ryan. He does have some concern as to her living so far away. He likes the fact the Dr. Davis is a Bourne resident, has intimate knowledge of our town and is motivated. He recommends Dr. Perry Davis as the Interim Superintendent.
- c) Emily Berry feels leary about taking Melissa Ryan out of her current position and leaving an opening in the leadership. The concern with Sally is that she isn't familiar with the town nor does she live locally. She feels that Dr. Davis is a good choice as he knows the town and has been an Interim Superintendent twice.
- d) Maureen Fuller also agrees with the sentiments that Melissa Ryan would be taken away from a position that would leave an empty position. Maureen felt an immediate connection with Dr. Davis and thinks he would be a great mentor for Melissa Ryan. She would recommend Dr. Davis as the Interim Superintendent.



Bourne Public Schools

- e) Robb Duprey speaks highly of each candidate and believes all are highly qualified. He is looking for a smooth transition as there are so many changes coming this upcoming school year. After studying the resumes and much contemplation, he feels Ms. Ryan is experienced and has the passion to assist in this transition. He recommends Melissa Ryan as the Interim Superintendent.
- f) Mitch McClain is torn between two of the candidates. He questions whether to keep an internal candidate that would essentially wear two hats or choose someone who has been an Interim before and can keep Bourne going forward in the short term until a Superintendent is selected. He is struggling with the choice of candidates.

Steven Strojny makes a motion to offer Dr. Davis the Interim Superintendent position with terms and conditions to be negotiated by the Chair; seconded by Emily Berry; approved; 5-1-0

Steven Strojny makes a motion to prepare a letter for candidates not selected; seconded by Mitch McClain; approved 6-0-0

5. Confirm Next Meeting Date and Location

- July 23, 2019 – Workshop at 12:00 pm, Location TBD

Motion to adjourn: Steven Strojny motion to **adjourn; seconded;** Unanimous 6-0-0

Meeting ended at 8:16 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	Candidate #1 – Application documents and Handout
2	Candidate #2 – Application documents and Handout
3	Candidate #3 – Application documents and Handout

BOURNE SCHOOL COMMITTEE MEETING

DATE: July 23rd, 2019
TIME: 12:30 Mid-Summer Workshop
PLACE: Mezza Luna Restaurant 253 Main St Buzzards Bay, Ma 02532

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel. To discuss strategy with respect to collective bargaining or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so ~~dates~~

12:30PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION,

Public recording statement

PUBLIC PARTICIPATION

- 1) 5 min Announcements, Correspondence (Assistant Superintendent & Subcommittees)
- 2) 5 min Introduce Interim Superintendent Perry Davis
- 3) 10 Min New School opening events, schedule, time capsule (Hyldborg, ASI M Eakins-Ryan)
- 4) 20 min Reorganize Board, elect officers, allocate sub-committee positions
SWAC, CCC, Fac/Bud, Cur, Pol, others

SCHOOL COMMITTEE BUSINESS

- 5) 45 min District Improvement plan
- 6) 45 min Mission, Vision
- 7) 45 min District Goal setting
- 8) 15 min Policy Update- MASC review status (M Eakins-Ryan)
- 9) 5 Review and propose future agenda items
- 10) 5 min Confirm next meeting date and location
 - August 14, 2019

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o Action: Student Handbooks - Aug
- o Review Policy- Aug
- o AP results- Aug

2019 JUL 19 PM 3:36
TOM WILSON BOURNE
1000111450

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, August 14, 2019
TIME: 5:30 PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

5:30 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To discuss strategy with respect to collective bargaining or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES:

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence (Interim Superintendent, Assistant Superintendent & Subcommittees)
- 2) 25 min SY 2019-2020 Transition update
- 3) 10 min Transportation update
- 4) 25 min BSP Policy manual
- 5) 10 min Handbooks
- 6) 10 min Bourne School Building Committee report
- 7) 10 min Interim Superintendent Contract

15 MIN OPEN BOURNE

2019 AUG -8 PM 3:06

RECEIVED

SCHOOL COMMITTEE BUSINESS

- 8) 5 min Accept SC minutes
- 9) 5 min Policy Update
- 10) 10 min Facilities & Budget
- 11) 10 min FY EOY Close Out
- 12) 10 min Curriculum
- 13) 10 min Superintendent Search
- 14) 5 min Review and propose future agenda items
- 15) 5 min Confirm next meeting date and location

Proposed Future Agenda Items and Dates
(subject to change by BSC)

- Action- Date
- Review- Date
- Discuss- Date

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, August 14, 2019
TIME: 6:00 PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532

AMENDED AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

6:00 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To discuss strategy with respect to collective bargaining or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES:

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence (Interim Superintendent, Assistant Superintendent & Subcommittees)
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- 3) 10 min Transportation update
- 4) 25 min BSP Policy manual
- 5) 10 min Handbooks
- 6) 10 min Bourne School Building Committee report
- 7) 10 min Interim Superintendent Contract

17 MIN OPEN COMMENTS

2019 AUG -9 AM 10:34

RECEIVED

SCHOOL COMMITTEE BUSINESS

- 8) 5 min Accept SC minutes
- 9) 5 min Policy Update
- 10) 10 min Facilities & Budget
- 11) 10 min FY EOY Close Out
- 12) 10 min Curriculum
- 13) 10 min Superintendent Search
- 14) 5 min Review and propose future agenda items
- 15) 5 min Confirm next meeting date and location

Proposed Future Agenda Items and Dates
(subject to change by BSC)

- Action- Date
- Review- Date
- Discuss- Date



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, August 14, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldborg; Vice-Chair Mitch McClain; Steven Strojny; Emily Berry; Maureen Fuller

SCHOOL COMMITTEE MEMBERS ABSENT: Jennifer O'Neil; Robb Duprey

OTHER ATTENDEES PRESENT: Dr. Perry Davis, Interim Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning

CALL TO ORDER

Chair Chris Hyldborg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Announcements

Interim Superintendent Dr. Perry Davis

- Dr. Perry Davis has toured the four schools. He has spent most of his time at the Intermediate School and reports that Jordan Geist is on top of all aspects of opening day. Dr. Davis would like to acknowledge that the transportation planning and added signage at the school is going well. The Bourne Police among other Bourne Departments has been very helpful in assisting with the planning.
- He received an email from Judy Froman of the Select Board and is asking for representation on the search committee for the Town Administrator. We have until Monday, August 19th to send a response to the town. Chris reports that he also received an email requesting the same.



Bourne Public Schools

Assistant Superintendent Melissa Ryan

- Ms. Ryan would like to recognize Jane Perkoski a teacher at the High School who served as Ambassador at the Worcester Polytech Institute the last school year. She was tasked with facilitating a group of teachers to develop and field test various science lessons. That group approved five lessons that are published on the Dept. of Education website for teachers across the state to reference and use.
- Recognizes Joan Bryne and her family for their generous donation of a baby grand Schimmel piano for the Bourne Intermediate School. Similarly, the Montabano family donated a teaching piano to this school.
- The district has been selected to participate in the MTSS Leadership Institute. Bourne has a team of ten teachers and administrators who will attend a two day workshop in the fall.
- Ms. Kate Hartley will become one of our BCBA this school year. She was selected to participate in the PBIS Train the Trainer course. This is a two year training program and will be a great resource to our District.
- Ms. Kelly Mooney has been accepted to participate in the Early Childhood Leadership Institute offered by the Dept. of Education. This is for leaders that are working with the early childhood population.
- Mr. Craig Davidson, Director of Student Services, has been accepted into the new Special Education Administrator's Institute also offered by the Dept. of Education.
- We are close to opening the school year and have completed quite a bit of hiring. Ms. Ryan reads the names and positions of the new hires. There have also been quite a few in-district staff transfers. New staff will attend a two day mentoring workshop scheduled for next week.
- Dr. Davis would like to thank the Bourne Enterprise for the article of him in the newspaper.

Chair Hyldborg

- Announces the re-organization of the various committees:
 - School Committee: Chair Chris Hyldborg, Vice Chair Mitch McClain, Secretary Emily Berry
 - Policy Review Committee: Chair Mitch McClain, Robb Duprey, Jennifer O'Neil
 - Facilities Budget Committee: Chair Steven Strojny, Mitch McClain
 - Curriculum: Chair Chris Hyldborg, Maureen Fuller, Emily Berry
 - School Wellness Advisory Council: Representative Emily Berry
 - Cape Cod Collaborative: Representative Maureen Fuller
 - MSBA Liason: Chair Hylburg with Jordan Geist
 - JMLC: TBD (proposed revolving attendance)
 - Negotiations: TBD

2. SY 2019-2020 Transition Update

Melissa Ryan, Assistant Superintendent

- There have been significant changes to bus routes which have been posted on the website. The biggest change is that the Middle and High Schools students will be transported together. The elementary students will be transported separately. As the bus route times are similar, we are labeling buses with a white or purple dot to distinguish between them.
- Another update is the significant change to the traffic pattern on this campus. Buses will come in from Trowbridge road and this exit will be closed when buses arrive. There is a plan to have additional staff available and added signage in order for the community to adjust to these changes. Maps are being mailed out to families in their back to school packages.
- The school buildings are looking beautiful and ready for the students.

Dr. Perry Davis, Interim Superintendent

- Dr. Davis reports on the meeting with the Admin team and that most of this time was dedicated to the transition and the new traffic patterns.
- His back to school message is posted on the website for more information.



Bourne Public Schools

- He asks the Community to be aware of these changes. He gives the School Committee more information on the changes to the campus and update on the construction currently in the works.
 - Emily Berry asks for additional detail of the traffic pattern for the buses for the Intermediate School.
 - Chris Hyldburg asks about the area near the soccer field. He is worried about consequences of parents not following this new pattern. Ms. Ryan gives more detail to the Committee.
 - Mitch McClain asks if the Bourne Police Department will be available the first few days of schools. Dr. Davis reports that BPD are expected to have a presence available for these first days of school.

3. Transportation Update

Dr. Perry Davis

- The Collaborative has completed their hiring and Bourne school buses will have additional drivers. These new drivers are fully licensed and, though they are new to Bourne, are experienced bus drivers.
 - Steven Strojny states that we had a lot of grievances last year and he would not be surprised if there isn't a repeat this year. Do we want to look at this process again? Dr. Davis asks the community to give the School Department a few days and that there is a protocol for parents to report issues.
- Dr. Davis reports that there is an Inservice planned for the bus drivers to collaborate and fix any issues they may have.
 - Emily Berry notes that Mr. Lamarche had mentioned having stop sign cameras on certain buses on routes that are heavily traveled. Dr. Davis is not sure about this and will get more information from Jordan Geist.
 - Chris Hyldburg notes that the Admin team, consisting of Melissa, Perry and Jordan will communicate to the Committee of any updates and changes they receive.

4. BPS Policy Manual

Dr. Perry Davis

- Updates the Committee on the policy documents and requests a vote on them along with minor changes to make to individual policies. These policies will be updated with minor changes and posted on the website along with being available at the Central Office.
 - Mitch McClain explains that these policies have already been approved through the work of the Policy Review Committee.

Mitch McClain makes a motion to approve with edits; seconded by Steven Strojny; approved 5-0-0

5. Handbooks

Melissa Ryan

- There is a folder of handbooks on the drive that is available for review by the Committee. We are requesting approval for both the student and staff handbooks. There is an inclusion of the three new policies, Responsible Use, Digital Publishing and Social Media policies. If not approved tonight these would be removed in order for the families to have access to them.



Bourne Public Schools

- There are minor edits such as staff times and names of schools, a language change regarding collective bargaining and variances, along with addition of the MTSS statement.
 - Student handbooks are slightly different according to the grade levels. For example, not all HS level language/statements are applied to the elementary level. The McKinney-Vento language has been expanded in long form as this is law. She reports that there are quite a few minor additions and changes specific to the student handbooks.
 - Dr. Davis has set up a meeting with the Chief of Police in regards to the staff Emergency Plan in case there are concerns or any changes needed.
- Maureen Fuller asks about the areas of emphasis in the staff handbook and how that language was included. Ms. Ryan states that the language is largely connected to educator evaluations, MTSS and the work the schools are currently engaged in.
 - Maureen Fuller also asks if there are instructional learning coaches? Ms. Ryan states we do not have learning coaches as we now have Curriculum Directors.
 - Maureen Fuller questions the language on student tardies as it seems that the students are getting punished. There have been many conversations regarding this though this may not always be enforced. The District Attorney gave us a procedure that other districts on the Cape are using to assist with this matter.
 - Maureen Fuller questions the lunch money procedure. There are changes in place that Principals will be in control of. Dr. Davis states that applications are available to families in many ways. The child's needs will always come first.

Mitch McClain makes a motion to vote on the handbooks as one slate; seconded by Steven Strojny; approved 5-0-0

Mitch McClain makes a motion to approve the handbooks with edits; seconded by Steven Strojny; approved 5-0-0

6. Bourne School Building Committee Report

Dr. Perry Davis

- Dr. Davis has been to the Town Hall and was sworn in as a member of the Bourne School Committee.
- There was a very large rock under the Peebles Elementary School that the excavators had a difficult time removing. The project manager will re-calculate the bid but thinks we are still on budget.
- There is a large number of items on the punch list though they are very minor. We are below 200 items which is not unusual. Dr. Davis gives more specifics on some of the items that will be examined and completed.
- All health and safety issues were completed and the Intermediate School will open for the first day of school. Only the occupancy permit is left to be signed off.
- Cudos to Jordan Geist for getting all of this done! He is much appreciated and has put in a lot of time in this effort.

7. Interim Superintendent Contract

Chair Chris Hylburg

- A per diem contract is on file with the Town and we are proceeding accordingly.
- Dr. Davis would like a waiver in place in case it is needed. The waiver has two components which is a dollar and hour amount that he can not exceed as he is retired. The good news is that the dollar amount will not exceed the limit and the hour amount he does not expect to exceed this by December.
 - He would recommend the Director of Technology position to the Assistant Superintendent Melissa Ryan. She would get a \$3,000.00 stipend which would require an addendum to the contract. This would be put on the vote for next month's meeting.



Bourne Public Schools

SCHOOL COMMITTEE BUSINESS

8. School Committee meeting minutes tabled for next School Committee Meeting

9. Policy Update

Chris Hyldborg

- There has been a challenge on attendance of the School Committee. School Committee member Jennifer O'Neil would like to continue on this Committee. There is concern when there are two or three members missing at any given meeting. He like to ask and to put in place an attendance policy for the School Committee members.
- Mitch McClain remembers hearing of a policy of missing three meetings. Dr. Davis read in the Town By Laws that an elected official missing four meetings would be removed from the committee.
- Mitch McClain was tasked to discuss this at the next Policy meeting and bring forward to a future School Committee meeting for approval and vote.

Mitch McClain, Vice Chair

- There are three policies to be approved and adopted: IJNDB, IJNDC, IJNDD
- He gives a brief explanation of these three policies which is already in place with students and staff.
 - Chris requests information on one of the policies regarding giving out cell phone numbers. Ms. Ryan explains that we are trying to use the app instead of giving out numbers. Chris asks about this policy for a field trip; etc. Dr. Davis believes that this should fall under the Principal or teachers/chaperones. Dr. Davis suggests the concern is mostly for text messages.

Mitch McClain makes a motion to approve IJNDB; Steven Strojny seconds; 5-0-0

Mitch McClain makes a motion to approve IJNDC; Robb Duprey seconds; 5-0-0

Mitch McClain makes a motion to approve IJNDD; Robb Duprey seconds; 5-0-0

10./11. Facilities Budget and FY EOY Close Out

- Jordan Geist and Dr. Davis prepared a memo for the School Committee regarding line item transfers for approval and vote.
- Melissa Ryan explains that the line item for Professional Development does not always get used as ESP's don't always use the amount designated for them to use.
- Melissa Ryan gives a brief explanation on the transfer of funds to the FAST program.

Mitch McClain makes a motion to approve the carry over encumbrances; Steven Strojny seconds; 5-0-0

Steven Strojny makes a motion to transfer \$176.70 to the Town of Bourne; Mitch McClain seconds; 5-0-0



Bourne Public Schools

Mitch McClain makes a motion to create a Non-Resident Student Tuition account per MGL c.71 s.71.f; Steven Strojny seconds; 5-0-0

12. Curriculum - tabled for the next committee meeting

Melissa Ryan

- At the last curriculum meeting Maureen Fuller requested we add the school name to the tassels. There is also a new vision of a graduate created by student, Evan Grant, which will be used quite a bit.

13. Superintendent Search

- Chris Hyldburg spent time today with the Search Committee.
- Maureen Fuller asks what happens if the Search Committee comes back to us asking what are we looking for in a Superintendent and we haven't ourselves come up with that. Chris believes the consultants may assist in this process.
- Chris believes we should rely heavily on our consultants to cultivate our thought processes. He would be able to set up a workshop, if necessary.
- Maureen doesn't feel that we have enough information right now. Chris will bring these thoughts to the committee so that the consultants are more aware of our concerns.
- Emily Berry thinks that NESDEC should give us a list of items we should be consider looking for.
- He suggests inviting the consultants to the next meeting to begin developing how we should proceed.

14. Review and propose future agenda items

- Chris Hyldburg speaks about the MTSS program and getting the schools, staff and students, to present their work to the School Committee, a long with other items
- Additional items were discussed by the members to be placed on future agendas

15. Confirm next meeting date and location

- September 4, 2019 - School Committee Meeting

Motion to adjourn: Steven Strojny motion to adjourn; seconded by Mitch McClain; Unanimous 7-0-0

Meeting ended at 8:35 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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



Bourne Public Schools

Agenda Item	Document
0	Agenda
1	
2	
3	
4	Policy Binder
5	Handbooks
6	
7	
8	
9	IJNDB, IJNDC, IJNDD
10	
11	FY19 EOY Closeout
12	Vision of a Graduate
13	
14	
15	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, September 4, 2019
TIME: 5:30 PM Public Workshop 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD, BOURNE MA 02532

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

5:30 to 6:30 Workshop with NESDEC - Superintendent Search Process and Planning

Drs. Burke and Bettencourt will lead the workshop with the school committee members.

Focus on the process to identify the professional and personal qualities of potential superintendent candidates.

No EXECUTIVE SESSION

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES.

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Announcements, Correspondence (Superintendent & Subcommittees)
- 2) 10 min Announcements, Correspondence (Dr. Davis, Ms. Ryan and Mr. Geist)
- 3) 15 min Opening of Schools
- 4) 10 min New Hires Personnel Changes - Ms. Ryan
- 5) 15 min Transportation Update - Mr. Geist
- 6) 25 min Professional Development Plan 19-20 Update - Ms. Ryan
- 7) 15 min Technology Plan Update - Ms. Ryan
- 8) 10 min School Spotlight- Chair

2019 AUG 29 PM 3:02
TOWN OF BOURNE
BPS

SCHOOL COMMITTEE BUSINESS

- 9) 2 min Accept SC minutes
- 10) 5 min Sub Committee Meeting Schedules
- 11) 20 min Next Steps - Hiring New Superintendent
- 12) 5 min Review and propose future agenda items
- 13) 5 min Confirm next meeting date and location

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o SEPAC-Oct
- o BEF invitation- Nov
- o Enrollment- Nov
- o State Educational Funding- Oct



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, September 4, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller

SCHOOL COMMITTEE MEMBERS ABSENT: Robb Duprey

OTHER ATTENDEES PRESENT: Dr. Perry Davis, Interim Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning, Jordan Geist, Direct of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1./2. Announcements

Interim Superintendent Dr. Perry Davis

- Dr. Perry Davis notes the summary of his August activities given to the School Committee for their information. He will continue to give updates to the School Committee on a regular basis.
- Updated BPS policies will be available on the website the beginning of October. There is much work involved in updating and posting them to the website.
- Requests Jennifer O'Neil and Robb Duprey contact his office to schedule a one-on-one meeting.
- Dr. Davis asks that if a School Committee member would like to attend an MASC and MASS joint conference in November to please contact him to register.



Bourne Public Schools

Assistant Superintendent Melissa Ryan

- Ms. Ryan announces that the BHS student representative was not able to attend this meeting. Fall sports are underway as well as the fall production of "Mama Mia".
- The Bourne Intermediate School Ribbon Cutting ceremony is scheduled for September 21st at 11:00 am.
- There is also a BHS Alumni dinner at the Weary Traveler that evening at 5:00 pm.

3. Opening of Schools

Dr. Perry Davis

- Opening day was successful for all of our schools. There was a great program at the Intermediate School the day before for faculty and staff. Special thank you to Melissa Ryan for arranging the speaker Loretta LaRoche. Perry gives more detail of Loretta LaRoche's presentation to the staff.
- There is a slide show presentation that was shown at this event included in the Committee packet.
- A huge effort in the successful opening of the Intermediate School was the work done by Steven Lamarche. Mr. Lamarche deserves a great deal of credit in regards to a lot of the innovation visible in that building and deserves many thanks from Dr. Davis.
- Both the Bourne Fire and Bourne Police departments were a great asset on opening day. There were visible and assisted greatly with the new transportation updates.

Melissa Ryan

- Melissa Ryan states that it was a very successful opening day. She thanks the BEA representatives, Maureen Holden and Lauri Gilbert for the year's worth of planning in making this day exceptional for the staff. She enjoyed working with them in this endeavor. Our schools also presented to the staff, the Drama Club and the HS band performed and a student from the HS broke in the new baby grand piano that was donated to the school.
- The BEA recognized staff for 25 years of service, including Principal Jane Norton. We played Contract Bingo as we negotiated three contracts this year.
- The end result of this all was a great opening first day for students and staff!
- Dr. Davis thanks Lauri Gilbert for introducing him to the Staff as the Interim Superintendent.
 - Emily Berry would like to thank the staff at the Intermediate School on how smooth the student drop-off went. Even with the amount traffic, this went very quickly and was well organized. Ms. Ryan states that this is a direct result of collaboration of staff.
 - Chris Hyldburg gives the Committee a little history on the changes that have happened over the years. The coordination with the BPS Admin and staff and the police and fire departments was outstanding.

4. New Hires Personnel Changes

Melissa Ryan

- Ms. Ryan formally welcomes 19 new staff members to the BPS family this year. She names each new member and their role at each building.
 - Jennifer O'Neil asks where the new Speech pathologist will be working and was told by Ms. Ryan that she will work at the BHS and BMS.



Bourne Public Schools

5. Transportation Update

Jordan Geist, Director of Business Services

- Jordan thanks everyone for the successful opening. There are still some minor issues that they are working on. Asks that if a parent comes in before 7:30 to please park and come talk to staff. We are looking at adjusting some times as some busses are getting in too early. An announcement will be sent to parents notifying them of route time changes in advance.
- Dr. Davis notes that the HS student drop off is not the entire HS population but only approximately 40 HS students.
 - Emily Berry asks why school is opening before Labor Day. Ms. Ryan states that contractual language and the calendar assists in these decisions. Ms. Ryan gives a personal opinion as her children attend school after Labor Day.
 - Jennifer O'Neil notes the 3 day, 4 day and 5 day weeks to assist in the transition to back to school.
 - Lauri Gilbert states that there is contractual language that states starting school before Labor Day. Melissa Ryan confirms some of the contractual language stated by Lauri.
 - A reporter asks if the community should be notified of the Ribbon Cutting on September 21st. It was requested to please post it.
 - An audience member asks about the transportation time change. Was there an issue with getting elementary students to school on time? There is a time difference for parents picking up students at the Bournedale and Intermediate schools. Jordan Geist says that this is something they are working to adjust.

6. Professional Development Plan 19-20 Update

Melissa Ryan

- There is a draft version of the plan in the School Committee folder for review by the Committee. A final draft will be presented and finalized at the Curriculum Sub Committee. She is working with the Principals to put together a Professional Development Plan for the year. The Curriculum Committee is working on bringing presenters to speak.
- Staff is eligible for PDPs on some trainings. We are trying to streamline this effort to assist our educators.
 - Chair Hyldborg asks about PDPs and if they are "points" as a function of hours. Ms. Ryan states this is more a function of educators that are required to collect these points in their job role or for license renewal.
 - Emily Berry asks is there is a computer program to keep information. BPS uses PD Express which is where staff can request professional development and get reports and certificates for submitting to the State for license renewal.
 - Maureen Fuller asks if training is available to substitutes? Ms. Ryan states that we have been thinking about training for subs but have not put anything in place. Substitutes are welcome to attend if they choose.

7. Technology Plan Update

Melissa Ryan

- Ms. Ryan reports that there is not a final report available for Committee members. An effort has been made to secure additional pilots in the technology program. Both her and Jordan Geist are working on a plan that would allign with the capital outlay requests.
- Our schools are moving towards Chromebooks and Chrome bases. Our teachers do prefer this over computer labs.



Bourne Public Schools

- Chair Hyldburg asks Ms. Ryan if software would be part of the tech plan and was told that it would be. Staff training in software for curriculum programs is a big part of this.
- Mr. Geist noted that the plan is to add the new pilots to the schools each year, with training being an important part.
- Emily Berry is amazed at the new technology in the new school. Chris states we have one of the most valued new schools in the state. The cost per square foot is the lowest the MSBC has seen.

8. School Spotlight

Chair Chris Hyldburg

- Chris would like to add a "School Spotlight" to the Agenda for the School Principals to come before the Committee to highlight the work each school is doing.
- Ms. Ryan has talked with the Principals and they are ready to do this. The schools would love to showcase their work to the Committee.

SCHOOL COMMITTEE BUSINESS

9. School Committee meeting minutes July 14, 2019

10. Sub Committee Meeting Schedules

Chris Hyldburg

- There is a short discussion of the Sub Committee Meetings and upcoming dates. This can be discussed at the next meeting.

11. Next Steps – Hiring New Superintendent

- Chris reviews the tasks and states the consultants will be coming before the Committee with next steps including focus groups and forums.
- Maureen Fuller agrees with the suggestion that students also be part of the forum.
- There will be an anonymous survey posted for all to complete.
- Once the survey is complete the Committee will come together to review the results.

12. Review and propose future agenda items – a list of items was discussed for future meetings

13. Confirm next meeting date and location

- October 2, 2019 - School Committee Meeting

Motion to adjourn: Mitch McClain motion to adjourn; seconded by Steven Strojny; Unanimous 6-0-0

Meeting ended at 7:35 PM

RESPECTFULLY SUBMITTED,



Bourne Public Schools

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	Superintendent's Report
1	Correspondence from Bourne Police and Bourne Fire Departments
2	MASS/MASC Joint Conference
3	BPS Open '19
4	
5	Professional Development Plan
6	
7	
8	
9	School Committee Minutes: July 10, 2019 and August 14, 2019
10	
11	
12	
13	

BOURNE SCHOOL COMMITTEE MEETING

DATE: October 2, 2019
TIME: 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne MA 02532

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

6:30 PM REGULAR MEETING

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES.

Public recording statement

PUBLIC PARTICIPATION

- 1) 10 min School Spotlight- Bourmedale Elementary School, Students
- 2) 10 min Announcements, Correspondence (Superintendent & Subcommittees)
- 3) 15 min NESDEC - Superintendent Search Update - Dr. Davis
- 4) 10 min Legislation - Proposed Student Opportunity Act - Dr. Davis
- 5) 20 min Enrollment – Ms. Ryan
- 6) 20 min BIS Update – Ms. Norton

SCHOOL COMMITTEE BUSINESS

- 7) 2 min Accept SC minutes (July 10, August 14 & September 4)
- 8) 15 min Overnight student trip State Science Fair - Ms. Ryan
- 9) 10 min Fall Town Meeting - Capital Request - Mr. Geist
- 10) 10 min MASC/MASS November Conference

Proposed Future Agenda Items and Dates
(subject to change by BSC)

2019 SEP 27 PM 3:15
BOURNE SCHOOL COMMITTEE



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, October 2, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Dr. Perry Davis, Interim Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning, Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. School Spotlight – Bournedale Elementary School

Elizabeth Carpenito, Principal and _____ MTSS Team Leader

- A presentation was given to the Committee from a selection of students at the Bournedale Elementary School. Each student gave an example of what makes them Respectful, Responsible and Safe. A booklet of their work was given to all Members for their reading pleasure. The Committee was very impressed.

2. Announcements, Correspondence



Bourne Public Schools

Dr. Perry Davis, Interim Superintendent

- Dr. Perry notes his September report given to the Committee. He gives a review of the items in the packet.
- He thanks the Big Brother Big Sister program and the volunteer Cadets from the Mass Maritime Academy.
- The updated BPS Policies will be updated on the website by mid October.
- There is a banner available on the website for people to complete the Superintendent Search Survey.

Melissa Ryan, Assistant Superintendent

- Melissa Ryan reports to the Committee that 12 educators participated in the MTSS Leadership Institute. This was a combination of teachers and administrators.
- Due to schedule conflicts, Patrick Sweeney, Student Rep, and Amy Cetner, Principal of the BHS, asked Ms. Ryan to report the school's announcements.
 1. The BHS hosted a new format for Parent/Teacher conferences. There were individual one-on-one meetings with parents to build relationships and to allow collaboration between parents and teachers.
 2. Home Coming Week is October 11th through October 18th. There are a few events scheduled for students to participate.
 3. The BHS National Honor Society announces their Halloween theme for Home Coming this year is "Superheroes and Villains". Get ready for BHS hallway decorating! All are invited to come and view the decorations.
 4. Grade 9, 10, and 11, students will take part in National Test Day. She lists the different types of tests the students will be taking. Grade 12 will take SATs on October 16th. Testing is free of charge for our students.
- Chair Hylburg comments on the Parent/Teacher Meetings as he was a product of both formats. He approves of the individual one-on-one meetings. Ms. Ryan reports that attendance has improved with this format and is a very positive change.
- Jordan Geist notifies the Committee that the HS roof repair has gone out to bid. This is an MSBA Accelerated Repair Project. At this time, only A and C wing are reimburseable.
- The BIS Ribbon Cutting was a success. There were many attendants and speakers. This is a complete student centered building.

3. NESDEC – Superintendent Search Update

Dr. Perry Davis

- Dr. Davis updates the Committee on tasks completed and what still needs to be done. There is a handout to the Committee for their review. NESDEC is in the process of recommending members for the search committee. The School Committee will decide on the people to be appointed to the search committee.
 - Steven Strojny asks if the meetings have been scheduled. Dr. Davis reports that they happened yesterday. He gives more detail in regards to the on-line survey that can be completed if they were not able to attend the meetings.
 - Chris asks about the number of members for the search committee and if it will be 14 members. The Chair is the one to appoint members.
 - Dr. Burke will wait to get the surveys and meeting results before providing feedback. She will give a summary of these results to the Committee.
 - Chris states that students are a very important part of this process.
 - Chair Hylburg asks about the time frame on the salary range for the new Superintendent and getting that information to NESDEC. Chris will get that information to Dr. Burke before the October 22nd summary.



Bourne Public Schools

- Steven Strojny recommends a special meeting on October 23rd to review the update.
- Emily Berry asks about whether the members will be confirmed to the search Committee by the Special Meeting date. There may be enough members for appointment by that date.

4. Legislation – Proposed Student Opportunity Act

Dr. Perry Davis

- There is a handout given to the Committee for their information and review. Dr. Davis gives specific details on this Act which will include Foundation Budgets. He believes this Act would be advantageous to the Bourne Public Schools.
 - Chair Hyldburg asks if there was any discussion on McKinney-Vento. Dr. Davis states that this is separate from foundation budgets. Will DESE run a simulated aid spreadsheet before it goes to the House then Senate? Dr. Davis believes there will be no vote until the numbers for the towns are available to view.

5. Enrollment

Melissa Ryan

- Ms. Ryan notes the charts in the packet forwarded to the Committee. There has been a steady increase of Kindergarten students each year. The Graduating class has also increased in the past four years. We continue to see that students in every grade level has increased except for the 8th grade students making HS choices.
- Class sizes have remained steady, though there has been discussion of the increase of Bournedale kindergarten class sizes. With the transition to full day there has been an increase in class sizes at that grade level.
 - Maureen Fuller asks if BPS will be budgeting for an increase in teachers for next year. Ms. Ryan is looking at the long term implications of the increases. In the enrollment, we are seeing an increase in English Language Learners this year. If that number remains we may need to look at adding an additional ELL teacher.
 - Chris Hyldburg mentions the School Choice program in the increases in class sizes. Ms. Ryan notes that no additional students were accepted at the elementary level this year in order to keep class sizes low.
 - Ms. Ryan believes the grade-span school transition has added to the increase in enrollment. Administration is aware of the aspirations of having low class sizes. The first concern is the size of the Kindergarten classes.
 - Chair Hyldburg asks to bring this up in three months for review. Ms. Ryan believes this will also come up in some of the sub-committee meetings.
 - Emily Berry asks if they will continue with the School Choice freeze next school year. Ms. Ryan says that this will continue to be discussed when looking at class sizes for next year. Dr. Perry says that in the end, it will be up to the School Committee to make this decision. Jordan Geist states that this consideration will effect the bottom line of the operating budget.

6. BIS Update

Jane Norton, Principal

- Ms. Norton speaks to the Committee about the transition from Peebles and the new school opening. The common language and positive language of the MTSS is an outstanding addition to the classes and the new school.
- The master schedule was an open process with the teachers.
- Mentoring programs has been wonderful with the assistance of MMA cadets and the Big Brothers Big Sisters program. Some Middle School teachers and students have also been modeling with the BIS students.



Bourne Public Schools

- Within the first month of school, we have seen some major goals completed.
 - The technology within the classrooms has been experiencing some difficulties. She explains more about the interactive technologies provided in each classroom. Ms. Norton gives specifics of some of the problems with these devices and the process of troubleshooting issues. It should also be noted that shipping of these panels from California may have contributed to the problems.
 - She thanks the teachers and staff for their patience throughout this experience.
-
- Chair Hyldborg asks how many teachers were affected? Ms. Norton says about 80% of teachers were affected.
 - What happens in six months or a year, who will be our District technician for these issues? Is there something the School Committee can or should do to help with long-term support? Ms. Norton says this is definitely something to look at.
 - Ms. Ryan says when Jordan Geist asks for Capitol Outlay items this would be part of this. Ms. Norton says we are lucky that our teachers are always helping each other which is a very helpful.
 - Jennifer O'Neil asks if training is an issue. Ms. Norton says training is available and will tailor additional training in the future to support the needs of staff.

SCHOOL COMMITTEE BUSINESS

7. School Committee meeting minutes July 10, August 14 and September 4, 2019

Motion to approve by concensus and with corrections; 7-0-0

8. Overnight student trip – State Science Fair

Melissa Ryan

- Bourne has participated in the Science Fair for several years and sees that it is getting better every year. The Science Fair is a two day event and held at MIT, Mass Institute of Technology. Ms. Amy Fish, our Science Fair Coordinator, proposes an overnight trip so that the studnets do not have to drive to the event both days.

Steven Strojny makes a motion to approve; Secoded by Mitch McClain; Unanimous 7-0-0

- Chair Hyldborg asks about the ratio of students to chaperones for an overnight stay Mr. Ryan states that with 4 students there would 2-3 chaperones.
- Maureen Fuller asks if the bus costs and cost of the overnight stay is covered by the NYE grant. Ms. Ryan states these costs are covered by this grant.

9. Fall Town Meeting – Capital Request

Jordan Geist, Director of Business Services

- This request, which is in regards to the Maintenance shed, is updated. When requested at the Special Town Meeting, they recommended that he put this in the Capital Outlay Plan. Because this was an emergency, the project was split to accommodate repairs in increments. At this time, the roof of the shed has been fixed.
- Chair Hyldborg asks if there any requested projects for the Capital Outlay Plan. Mr. Geist presented to the Budget Sub-Committee today what the requests are.
- The specifics will be placed on a future Agendafor review and discussion.



Bourne Public Schools

10. MASC/MASS November Conference

- This is a semi-local conference that MASS produces for School Committee members. If there is an interest, please let the Chair know as he will be attending. In the past, School Committee meetings have been rescheduled in order for members to attend. It will not be rescheduled this year to accommodate attendees.
- Chair Hyldburg speaks to future Agenda items, including a Special Meeting scheduled for October 23rd.

* An audience participant, Edith Hurd, who is also a member of the Bourne Council on Aging, states that her family is new to the District. She is here to discuss the safety and privacy of students. Ms. Hurd asks if there is a committee in place to combat human trafficking in the District. She has spoken with Administrators and sites an example of student names which can be found on the website.

Motion to adjourn: Steven Strojny motions to adjourn; seconded by Mitch McClain; Unanimous 7-0-0

Meeting ended at 7:45 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	Handout from the students at Bournedale Elementary School
2	Superintendent's Report
3	Superintendent Search
4	Student Opportunity Act
5	BPS Enrollment
6	
7	School Committee Minutes: July 10, August 14, September 4



Bourne Public Schools

8	2020 BHS State Fair Overnight Request
9	
10	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, October 23, 2019
TIME: 6:30 p.m.
PLACE: Bourne High School Library
75 Waterhouse Road, Bourne, MA 02532

AGENDA

- ✓ *The School Committee may vote on all items listed on this agenda*
- ✓ The preceding listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law

SCHOOL COMMITTEE BUSINESS

- 1) Superintendent Search
 - a. Search Committee
 - b. Review Community outreach results
 1. Survey
 2. Forums (4)

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To discuss strategy with respect to collective bargaining or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

REGULAR MEETING FOR THE PURPOSE OF CLOSING EXECUTIVE SESSION

10/23/2019 01:10:47
10/23/2019 01:10:47
10/23/2019 01:10:47



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Special Meeting Minutes

DATE: Wednesday, October 23, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller

SCHOOL COMMITTEE MEMBERS ABSENT: Robb Duprey

OTHER ATTENDEES PRESENT: Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 5:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

Chair Chris Hyldburg informs members, attendees and the public the purpose of this workshop is to discuss the results of candidate profiles for the focus group and survey responses. Also to discuss screening committee membership and the School Committee's reaction to NESDEC's Superintendent candidate profile.

1. Mr. Bettencourt, NESDEC

- a) Mr. Bettencourt begins by giving the Committee a recommended guide for review. He discusses the items on the timeline including specifics that are completed and what is coming up. At this time, we are going through the outreach and recruiting process.
- b) Screening committee - It is important to keep in mind that the screening committee does not choose the next Superintendent. The School Committee does. NESDEC makes clear to the screening committee that this is the case. The screening committee works for about two weeks to review applications and issue recommendations. Preliminary interviews are done in executive session until they choose candidates to forward to the Committee. NESDEC suggests



Bourne Public Schools

that at least two members of the School Committee to be on the screening committee, one who would chair and one to vice-chair. They also suggest these members taking a leading position. He suggests between 12 and 14 members.

- c) NESDEC suggests that you not ask specific people to join this group or limit inclusion to specific people. You should ask a constituency to suggest a member for a recommendation of a person to the group. He does give approval for certain people, such as the Police Chief, the Town Administrator, etc.
- The Chair discusses with the School Committee members the people he has reached out to to include on the Committee. Emily Berry asks if there are already 12 people selected to the committee. At this time, Chair Hyldburg is looking for input from Members for discussion. Mr. Bettencourt suggests that the committee be in place before November 12th.
 - Emily Berry asks if anyone has committed to be part of the screening committee. Chris has collected data but the screening committee is the one that makes this decision. This committee should be a sub-committee of the School Committee. It functions with all the laws of a functioning committee. It is done by vote. Chris suggests that a list be given at the next School Committee and brought to a vote and to confirm the commitment as a member and their attendance at all meetings. The screening committee can suggest dates after the November 12th.
 - Chris states that he can have a list of potential screening members available for November 6th for review by the Committee. He can email invitations and requests that Mr. Bettencourt send him a template that he can use.
 - Maureen Fuller asks if the invitation stresses the importance of attendance at all meetings. Mr. Bettencourt suggests that the screening committee schedule future meetings themselves in order to combat any attendance conflicts.
 - Chair Hyldburg asks anyone who is watching this broadcast and are interested in being part of the screening committee to please contact the School Committee.
 - Mitch McClain asks if there is a final number for the committee. Chris lists the types of members and their numbers that are to be included in the group. Chair Hyldburg discusses additional information to the group regarding public service members.
 - Jennifer O'Neil states that the more people included can also mean more conflicts in schedules. And, as an example, a person may fall into more than one category, a "parent" member may also be a "special needs" parent member.
 - Steven Strojny suggest upwards of 15 members and to work with this framework with some flexibility in this choice. Chris suggests having a student involved. Mr. Bettencourt suggest a High School student. Steven also suggest sending an email to the 9 members that are within the school system.
- d) In addition, Mr. Bettencourt re-emphasizes that the screening committee will follow the sub-committee rules. Which means that the General Laws applies. Some committees are sworn in by the Town Clerk but is not sure if this applies to the screening committee. Some members may be considered to be in a conflict of interest, such as a Principal. NESDEC would suggest the Principals and Assistant Superintendent file a disclosure with the Town Clerk indicating their potential interest. This may not necessarily prohibit them in participating in the screening committee unless told by the Clerk's office.
- Chris asks if members need to be a resident of the Town of Bourne. Mr. Bettencourt does not see anything that could prohibit them unless they are willing to subscribe to the rules of the screening committee.
 - Chris asks about the timeline for this initial training meeting. Mr. Bettencourt believes the first would be about 4 hours and the second would be an hour and a half.
 - The applications will be given to the screening committee via the website. Members can go to the website to view applications.

2. Survey and Forum Responses

- a) Mr. Bettencourt extends thanks to Dr. Carolyn Burke and Administrative Assistant Christine McGonagle who composed and reviewed survey and forum responses. He also extends thanks to the people who completed the survey and



Bourne Public Schools

attended the focus groups. There is a handout given to the Committee members which he reviews with the Committee. Ultimately, when a candidate comes to view this document, it is available for them and to assist them in their application process.

- Chair Hyldburg discusses some of the items on the NESDEC document. He asks the Members for their opinion on this document. .
- Emily Berry does not think the school climate and discipline practices should be connected. She reviews a few parts of this section.
- Maureen Fuller feels that one aspect should be something the hired Superintendent should look at within the first few month of his/her tenure not something they should already know. Steven Strojny doesn't believe that an application should be disqualified if they are not familiar with the Town of Bourne. He sites the Vision of Bourne and that the town is not just comprised of "villages". He beleives this is a great framework.
- Dr. Bettencourt, after hearing the concerns, adds that the way it is written does not convey that this is a future expectation not a contemporary expectation. Suggests some changes in the wording be made to accommodate these concerns. Chris questions what ideas we should be embracing when making wording changes.
- This item is a concern for Maureen Fuller. She states that this can limit applicants as some applicants may not be familiar with the Town of Bourne.
- Emily Berry suggest changes to the first bullet and taking out the village part. Chris reads the point for review and then opens discussion in order to make any wording changes.
- She gives additional comments regarding the profile of an applicant. Mr. Bettencourt gives additional information regarding response patterns of the questions.
- Emily Berry suggests adding the word transparency in the first bullet. She states that parent surveys included the use of transparency. Bullet four should also include this word.

- There is additional member discussion and requests to update and/or change specific wording in the document.
- Mr. Bettencourt asks if the updated document should be sent to one person for final review. Steven Strojny suggests that the final document be forwarded to the Chair for review, understanding the concerns the members have but have a vote now to approve the document with edits.

Mitch McClain makes a motion to approve the document with edits; seconded by Jennifer O'Neil ; 6-0-0

3. Open Meeting Law Conflict

- a) Mr. Bettencourt gives a handout for the Members. This would apply to the Screening Committee.
 - Steven Strojney asks about recording screening committee meetings. Mr. Bettencourt suggests hiring someone to record the minutes.
 - Chris asks Jordan Geist if there is anyone who could do this. He will try to find someone but NESDEC may be able to find someone to take care of this.

Motion to adjourn: Steven Strojny motions to adjourn the public meeting; seconded Mitch McClain; 6-0-0

Meeting ended at 7:42 PM



Bourne Public Schools

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	
2	
3	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Wednesday, Nov 6th, 2019
TIME: 5:30 PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

5:30 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to discuss strategy on litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES.

Public recording statement

PUBLIC PARTICIPATION

- 1) 15 min Bourne Intermediate School - MTSS Presentation
- 2) 10 min Announcements, Correspondence (Superintendent & Subcommittees)
- 3) 10 min Massachusetts Association of School Superintendent's Award - Presented by Melissa Ryan
- 4) 10 min Superintendent Search: Schedule, Screening Committee appointments
- 5) 10 min Local Comprehensive Plan - Education Section, Steve Strojny and Dr. Davis
- 6) 10 min Bourne Education Foundation- Amy Wright
- 7) 10 min Update Student Opportunity Act - Chapter 70 Funding - Dr. Davis
- 8) 10 min Update on the Bourne Intermediate School Building Committee

RECORDED
2019 NOV - 1 PM 2:36
TOWN CLERK BOURNE

SCHOOL COMMITTEE BUSINESS

- 9) 2 min Accept SC minutes - Oct 4, 2019
- 10) 10 min Curriculum Sub-Committee Update
- 11) 10 min FY 20 School Budget Status Report - Mr. Geist
- 12) 10 min FY 20 Budget Line Item Transfers - Mr. Geist
- 13) 10 min FY 21 Capital Outlay Request - Mr. Geist
- 14) 10 min Update on the Bourne High School Roof Project
- 15) 5 min Future Agenda Items
- 16) 5 min Next meeting date & location

- Dec 4, 2019 BHS Library

Proposed Future Agenda Items and Dates (subject to change by BSC)

- PTA invite
- Nye Grant presentation
- Enrollment
- School Choice
- SWOT



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, November 6, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller

SCHOOL COMMITTEE MEMBERS ABSENT: Robb Duprey

OTHER ATTENDEES PRESENT: Dr. Perry Davis, Interim Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning, Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. School Spotlight – Bourne Intermediate School – MTSS Presentation

- A selection of students from the Bourne Intermediate School presented to the Committee and also showed a powerpoint presentation of their mini boot camp. The MTSS and students' theme was Veterans Day and the military. The Committee was very pleased and impressed with this presentation.
-

3. Massachusetts Association of School Superintendent's Award

Melissa Ryan, Assistant Superintendent



Bourne Public Schools

- Ms. Ryan is honored to present the Massachusetts Association of School Superintendent's Award. She presents this award to High School Senior Logan Hawkes. Ms. Ryan received the recommendation from Logan's Guidance Counselor. She lists the qualities that make him an outstanding recipient for this award. Congratulations Logan!

2. Announcements, Correspondence

Dr. Perry Davis, Interim Superintendent

- Dr. Davis announces the many items that happened in the month of October. He spoke about the Affordable Housing shortage on the Cape and the Student Memorial at the High School.
- Dr. Davis went to Town Meeting and thought that the meeting was well represented by Town residents. He reports that the Chairman of the Board of Selectman thanks the Principal, Amy Center, and BHS custodial staff for accomodating the meeting with such a large turnout.

Melissa Ryan, Assistant Superintendent

- Melissa Ryan tells the Committee about BHS's production of *Mama Mia* scheduled for this weekend. She gives the Members a quick schedule of the times of the play beginning on Friday evening and continues through to Sunday.
- The Bourne Intermediate School had their first ever Veteran's Day Salute assembly to honor Bourne's Veterans. It was the first presentation in the new building and stage. Other schools will have their Veteran's recognitions upcoming.
- She announces that two of our teachers at BHS are being recognized by MASS Insight for excellence in teaching; Mr. Andrew Collins for AP Physics and Mr. Bill Dow for AP Language and Composition. An award celebration will be held in April at Holy Cross. We are very proud of them and excited as only 25 educators are nominated in Massachusetts and we have two teachers of the 25 nominees.

Chris Hyldborg, Chairman

- He has received correspondence from a member of the community reporting about the lighting at the Intermediate School and that it was over the top. He states that the costs are only 8% of the previous lighting costs. He believes the question is "Why don't we turn off the lights when we leave in the evening?"
 - Jennifer O'Neil, Dr. Davis and Steven Strojny spoke more about this issue.

6. Bourne Education Foundation

Amy Wright, Bourne Education Foundation Member

- Ms. Wright updates the Committee with items completed from this past year. She notes the following:
 - ✦ The Champagne and Shells Gala which was right after last year's update to the Committee was a great success and a good amount of funds were raised for the Foundation.
 - ✦ The Board of Directors has grown to eleven people and creates a very strong structure in place for the Board. The Foundation has only been active for 3 years.
 - ✦ Over the summer and fall there was outreach to greater Bourne businesses and individuals for support.
 - ✦ Grant applications have been opened. Bourne Public Schools Staff had 23 applications for \$1,000 for each applicant of which 19 were approved. All four schools submitted applications to the BEF for project assistance.
 - ✦ The next Gala is scheduled for March 28th at the Pocasset Golf Club. She invites the Committee members to attend.
 - ✦ The next Board meeting will be on Tuesday, November 12th at the Bourne Middle School library. All are invited to attend.



Bourne Public Schools

- An audience member asks if the BEF has a theme in place. Ms. Wright suggests that the Gala may go themeless this year. Additional details will follow.
- Chair Hyldburg thanks the BEF for the work the Foundation does and the support given to our Bourne Schools.

4. Superintendent Search: Schedule, Screening Committee Appointments

Chair Chris Hyldburg

- The Board met in October and reviewed the survey results. On the website, additional information will be posted for all.
 - Next are the appointments to the Screening Committee. Following, there is a meeting on November 12th for the Screening Committee to gather and perform training with our Consultants. Additional meetings will be scheduled but will be in Execution Session.
 - The members will bring the applicant count to four individuals. The selected four applicants will be announced to the public and it is expected that the choice for Superintendent will be announced by late December.
 - Chris lists the members that have been accepted to the Screening Committee. He notes that the Committee is still waiting to assign three additional parents and a Bourne citizen formally to this screening committee. Attendance is critical to this process.
- Mitch McClain asks about the parental positions. Chair Hyldburg states that if a parent is unable to attend and commit to this schedule, he would consider appointing another person.
 - Emily Berry asks who decided about the 3 parents. The Consultants, in their experience, suggest that you should have both teachers and parents on this Committee.
 - Maureen Fuller mentions the schedule and the assigned committee members. Dr. Davis clarifies that the teachers from the BEA that came forward were made aware of the November schedule.
 - Jennifer O'Neil states that anyone that steps forward as parents can also be considered citizens.
 - Chair Hyldburg announces an appointment range of Screening Committee members from 13 to 15 members. Any changes will be announced to School Committee members.
 - Dr. Davis notes that the Town Administrator would need the names of the individuals assigned to the Screening Committee in order to prepare a document for members to sign.

Steven Strojny makes a motion to authorize the Chair to put together the Superintendent Search Committee membership to not exceed 15 members; Seconded by Jennifer O'Neil; 6-0-0

5. Local Comprehensive Plan – Education Section

Dr. Perry Davis

- Chair Hyldburg reminds everyone that Steven Strojny is also on the Planning Board for the Town of Bourne and Chair of the Local Comprehensive Plan.
- Dr. Davis notes that this Plan is included in the packet for all members. He notes that there are items on the Action Plan that may fall under the purview of the School Committee.
- Steven Strojny states that the final Local Comprehensive Plan is actually an update of the original. Education was not on the original plan and has been added. Bourne is an education town and the only town on the Cape with a 4 year college and a vocational school. The question was how to bring education into the plan. He hopes the goals will be something that the community could review and collaborate.
- Dr. Davis would be willing to assist in doing some of the foundation work in regards to contacting local organizations. This was the first Local Comprehensive Plan that was presented to the Cape Cod Commission due to the new regulations.



Bourne Public Schools

- Chris Hyldborg states that it is great that education was included in the current plan.

7. Student Opportunity Act – Chapter 70 Funding

Dr. Perry Davis

- Dr. Davis updates the Committee on the Student Opportunity Act. He states that the House and Senate have passed the Student Opportunity Act. It is now in Conference Committee which is a closed door meeting with Representatives. Funding is not an obstacle; accountability is the issue being worked on. There is no certain date being reported at this time.

8. Bourne Intermediate School Building Committee

Jordan Geist, Director of Business Services

- Mr. Geist reports that we are down to the wire. The construction meetings are still in place. There were about 20 members crammed into a meeting room at the Bourne Intermediate School. There were some issues that were addressed. Thank you to Principal Jane Norton for bringing specific issues to the forefront.

- Chair Hyldborg thanks administration and staff for all of their hard work on this process.

SCHOOL COMMITTEE BUSINESS

9. School Committee meeting minutes October 2, 2019

Approved by concensus; 6-0-0

10. Curriculum Sub Committee Update

Chair Chris Hyldborg

- The Chair announces that the Sub-Committee reviewed the District Improvement Plan. The Committee hopes to have final versions by December.

11. FY 20 School Budget Status Report

Jordan Geist, Director of Business Services

- Mr. Geist states that in the School Committee packet there is a spreadsheet with the Budget Headings or sub-totals per line item. He notes specific line items and that the admin office is working on these. Some items may change in the next month or so due to encumbrances.
 - Maureen Fuller asks Mr. Geist if there are any line items that he is concerned about. He notes that Ms. Ryan would explain better on the textbook line item. Ms. Ryan states the inequity in the Bournedale and Intermediate Schools and trying to honor requests by teachers that are part of the grade-span transition. Ms. Ryan states that the spending has slowed down in that requests have been honored.
 - Maureen asks about the transportation line item. In regards to the transportation expenditures to date, does that funding go to the Collaborative for bus routes?. Jordan replies that yes, these funds go to that.



Bourne Public Schools

- Maureen also asks about the mini-van purchase, is that included in this? Big bus costs will go to the Collaborative but mini-buses are Bourne Public Schools costs.
- Dr. Davis gives additional information to the Committee regarding specific Budget line items.

12. FY 20 Budget Line Item Transfers

Jordan Geist

- Specific line item transfer on the grade-span transition was discussed. There was an extraordinary increase of costs for this.
- The Bourne Middle school teacher salary was discussed including the decrease in teachers due to the grade-span change. Jordan gives additional information on the offsets.

Steven Strojny motions to approve line items as summarized; Seconded by Mitch McClain; Unanimous 6-0-0

13. FY 21 Capital Outlay Requests

Jordan Geist

- At last month's Sub-Committee meeting, Mr. Geist presented the 5 year Capital Outlay which was voted on and approved. Mr. Geist has included this information in the packet for the School Committee's review.
- Jordan notes the Technology requests and gives specifics on this item.
 - Chair Hyldburg notes that Mr. Geist shows both a lease and purchase option. Chris notes that the savings on purchases is better for the District. Chris asks who makes the decisions on whether we purchase or lease? It is on the Town to make these decisions.
 - Maureen asks if the same models would be purchased or a newer version. Mr. Geist states that this would be part of the bid specifications that go out. He would work with Ms. Norton.
 - Melissa Ryan states that the new equipment purchased this year was the newest model.
 - Emily Berry asks if there would be enough time after purchase for the teachers to receive training. Mr. Geist suggests that training would be for all, including teachers and students, and given at the same time.
- Mr. Geist gives information on the requested purchase of two mini-buses. We are spending more and more on maintenance of our current vehicles. The Capitol Outlay would like us to purchase two at a time versus getting 6 at once.
 - Mr. McClain notes that it is probably better to purchase two at a time so that replacement and maintenance would be staggered.
 - Emily Berry asks how many of the mini-buses are past their prime. All 9 that we are currently utilizing are and will be an on-going need.
- Mr. Geist reports that the Wastewater Treatment Plant that was deferred last year has been put on the Capitol Outlay for this year. He gives a history of this request for the new members on the Committee.
 - Chris gives additional information on this request as it is a 20 year plan. He maintains that this is not an order form but is a request and can be deferred and/or denied.



Bourne Public Schools

- Emily Berry asks if the Town's plant is different from the School District plant. The school district's plant is separate from the Town plant.
- The last item on the Capitol Outlay request is the Bournedale playground resurfacing. The Board of Health has told us there are tripping hazards that need to be addressed.
 - Maureen Fuller asks if we are replacing it with what we currently have or something new. Mr. Geist has conferred with Mrs. Carpenito and has to be to a specific code to the impact rating. It all depends on how it is used.
 - Emily Berry asks if they will use rubber pieces. It is best to use a flat surface because of how it will be used.
 - Chair Hyldburg asks Mr. Geist if there is a specific order on these requests. Jordan states he sides with safety first.

Steven Strojny motions to approve Capital Outlay requests as a slate; Seconded Mitch McClain; Unanimous 6-0-0

14. Update on the Bourne High School Roof Project

- Mr. Geist reports the status of the bid contracts. The results were very favorable and he will continue to work with the lowest bidder. The pieces are falling into place and we will move forward with this project. The town was able to put forth a little over two million dollars for this project. If the numbers stay where they are, there will be a significant savings to the town.

15. Future Agenda Items - Chair Hyldburg discusses items that would be on either the December meeting or a future meeting

16. Next meeting date and location: December 4, 2019 at the BHS Library

Motion to adjourn: Steven Strojny motions to adjourn; seconded by Mitch McClain; Unanimous 6-0-0

Meeting ended at 8:15 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary



Bourne Public Schools

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

Agenda Item	Document
0	Agenda
1	Handout from the students at Bourne Intermediate School
2	Superintendent's Report; Housing on Cape Cod; Town of Yarmouth Affordable Housing; Mary Fuller Memorial Garden
3	
4	Superintendent Search; Bourne Successful Candidate Profile
5	Local Comprehensive Plan
6	
7	
8	
9	School Committee Minutes October 2, 2019
10	
11	FY 20 Budget Update
12	Grade Span Transition Payroll Line Item Transfer Fall 2019
13	FY 21 Capital Outlay Requests
14	
15	
16	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Tuesday, November 12, 2019
TIME: 6:00 PM SUPERINTENDENT SEARCH COMMITTEE MEETING
PLACE: BOURNE HIGH SCHOOL PROFESSIONAL LIBRARY

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Swearing in of the Superintendent Search Committee
2. Search Committee training and planning session with NESDEC
3. Next meeting date(s)

RECORDED
2019 NOV - 7 AM 8:40
TOWN CLERK BOURNE

BOURNE SCHOOL COMMITTEE MEETING

DATE: Tuesday, November 12, 2019
TIME: 6:00 PM SUPERINTENDENT SEARCH COMMITTEE MEETING
7:30 PM EXECUTIVE SESSION
PLACE: BOURNE HIGH SCHOOL PROFESSIONAL LIBRARY

AGENDA-AMENDED

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

6:00 PM REGULAR MEETING

1. Swearing in of the Superintendent Search Committee
2. Search Committee training and planning session with NESDEC
3. Next meeting date(s)

7:30 PM CALL TO ENTER INTO EXECUTIVE SESSION WITHOUT RETURN TO REGULAR SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to discuss strategy on litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

RECEIVED
2019 NOV - 7 PM 2: 03
TOWN CLERK BOURNE

Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 12, 2019

The Superintendent Search Screening Committee convened its first meeting in the Bourne High School Professional Library on Tuesday, November 12, 2019 at 6:00 PM.

Attendees:

Mary Jane Mastrangelo, Erin Perry, Ryan Bagdonas, Emily Hogan, Peter Meier, Jen Reilly, Anne-Marie Siroonian, Steve Strojny, Mitch McClain, Elizabeth Carpenito, Jordan Geist, Terry Donovan, Gall O'Hara, Christine Borning

Guests:

Arthur Bettencourt, NESDEC Executive Director
Carolyn Burke, NESDEC Senior Consultant
Nancy

The meeting was called to order in Public Session at 6:00 PM by Barry Johnson.

Members of the Screening Committee and the NESDEC consultants introduced themselves.

Art Bettencourt suggested that the Screening Committee consider appointing a chairperson, vice chairperson, and secretary.

The following appointments were approved:

Chair: Steven Strojny
Vice-Chair: Mitch McClain
Secretary: Elizabeth Carpenito

NESDEC consultants Carolyn Burke and Art Bettencourt briefed the Committee regarding an overview of the search process, the development of a calendar of interview dates, the development of interview questions, and the interview process itself.

At 8:00PM, moved by Steven Strojny, seconded by Mitch McClain, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

(Prior to taking the vote, Chair indicated the review of applications, if conducted in open session, would have a detrimental effect in obtaining qualified candidates.)

At 8:10PM Anne-Marie Siroonian made a motion to adjourn Executive Session, seconded by Peter Meier.

A roll call vote was taken.

Voting In favor: Unanimous

Voting opposed: None

Respectfully submitted,

Elizabeth Carpenito

BOURNE SCHOOL COMMITTEE MEETING

DATE: WEDNESDAY, DECEMBER 4, 2019
TIME: 6:00PM EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532

RECORDED
2019 NOV 25 AM 11:21
TOWN CLERK BOURNE

AGENDA

The School Committee may vote on all items listed on this agenda

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6:00 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

CALL TO ENTER INTO EXECUTIVE SESSION - Chapter 30A, Section 21 mandates that in order to go into Executive Session the committee must:

- Do so on a roll call vote
- The purpose of the Executive Session: To conduct strategy sessions in preparation for negotiations with non-union personnel, and to conduct collective bargaining sessions or contract negotiations with BEA [Educational Support Personnel/Admin Assistants] personnel. To discuss strategy with respect to collective bargaining or litigation if in open session may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

6:30 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE & READING OF THE BPS VISION, MISSION & OBJECTIVES.

Public recording statement

PUBLIC PARTICIPATION

- 1) 10 min Bourne High School – MTSS Presentation Kelly Cook and Ann Marie Strode
- 2) 10 min Introduce New Town Administrator – Mr. Anthony Schiavi
- 3) 10 min Announcements, Correspondence (Superintendent & Subcommittees)
- 4) 20 min District and School Improvement Plans – Ms. Melissa Ryan
- 5) 10 min Update from the MASC/MASS convention
- 6) 10 min Update on the Bourne Intermediate School Building Committee
- 7) 10 min Update on the Student Opportunity Act – Chapter 70 Funding – Dr. Davis
- 8) 10 min Update from the Superintendent Search Committee – Mr. Steve Strojny

SCHOOL COMMITTEE BUSINESS

- 9) 2 min Accept SC minutes
- 10) 15 min Curriculum Subcommittee Update
- 11) 15 min Policy Subcommittee – Vote Policy JLCD Revision for NARCAN
- 12) 10 min Facilities/Budget Committee Update
- 13) 10 min Update on the Bourne High School Roof Project
- 14) 5 min Bourne Education Fund Grants – Policy KCD
- 15) 5 min Future Agenda Items
- 16) 5 min Next Meeting Date and Location-January 8, 2020 BHS Library

Proposed Future Agenda Items and Dates (subject to change by BSC)

- o PTA Invite
- o Nye Grant Presentation
- o Enrollment
- o School Choice
- o SWOT

BOURNE SCHOOL COMMITTEE MEETING

RECEIVED

DATE: WEDNESDAY, DECEMBER 4, 2019
TIME: 6:00 PM-EXECUTIVE SESSION 6:30PM REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532

2019 NOV 26 AM 8:39

TOWN CLERK BOURNE

AGENDA-AMENDED

The School Committee may vote on all items listed on this agenda

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6:00 PM REGULAR MEETING FOR THE PURPOSE OF ENTERING EXECUTIVE SESSION

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Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

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SCHOOL COMMITTEE BUSINESS

- 9) 2 min Accept SC minutes
- 10) 15 min Curriculum Subcommittee Update
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Proposed Future Agenda Items and Dates (subject to change by BSC)

- o PTA Invite
- o Nye Grant Presentation
- o Enrollment
- o School Choice
- o SWOT



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, December 4, 2019

TIME: 6:30 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Dr. Perry Davis, Interim Superintendent of Schools, Melissa Ryan, Assistant Superintendent of Teaching and Learning, Jordan Geist, Director of Business Services

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:30 PM

PUBLIC COMMENTS

None

OPEN SESSION

All stand for the Pledge of Allegiance

PUBLIC PARTICIPATION

1. Vote to Award – Waste Water Repair Contract

Jordan Geist, Director of Business Services

- Announces that there is a Winter Concert for the HS Band tomorrow.
-

MTSS Presentation, Kelly Cook and Anne Marie Strode

- Ms. Anne Marie Strode presents the work that they are doing at the Bourne High School through MTSS.
- The BHS staff selects Students of the Month. She reports they will be opening this up for students to select students. We would like introduce a Wall of Fame for these students to model for other students.



Bourne Public Schools

- Staff will be doing “Caught doing something GOOD notes” for students that are caught doing something good. These notes will be available to teachers to see how their students are doing.
- A Monthly Reflection Board will be implemented with monthly themes. December’s theme is Grateful.
- Ms. Kelly Cook will be hosting substance free nights, the first being a paint night which Kim Iannucci, Guidance Counselor, will also host. These events provide students with a safe place to go without peer pressure from outside of school.
- The MTSS is planning future events which will include “Vision of a Graduate”, revision of Report Card comments, Honor Roll breakfasts at the end of each semester, and a Spring Celebration.
- Student representatives, Thomas Sullivan, Michael Carrara, Jeff Ellis, Colby Lindner and Eric Ierardi, present highlights of the projects they are currently working on. Some of these projects will include Middle School students and the School Committee. At the end of the year, these students will showcase the projects and invite the School Committee members to attend.
- Ms. Kelly Cook informs members that they have recently formed a literacy committee to enhance literacy strategies that are used across grade levels and content areas. There are 13 teachers from both the HS and MS on this committee.
 - Chair Hyldburg states that the student representatives not only represent the schools but the community as well. He and other members may attend the showcase to discuss some of their ideas.

2. Introduce the New Town Administrator, Mr. Anthony Schiavi

Chris Hyldburg, School Committee Chair

- The Chair gifts Mr. Schiavi a Bourne Public Schools vest from the School Committee members.
- Mr. Schiavi thanks the members and states he will wear it proudly. He notes that he is hoping to forge great relationships between the Town and school department. Mr. Schiavi is a retired Air Force member and gives everyone a little history of the work he has done.
- He hopes to come back to the Committee with general updates throughout the year.
 - Dr. Davis tells the Committee members that he was able to take Mr. Schiavi on a tour of all the school buildings.
- Mr. Schiavi asks student Michael Carrara to come up so that he can announce that Michael will be going up to the Eagle Court of Honor on Saturday. Mr. Schiavi gives Michael a Town Administrator Coin in congratulations for achieving Eagle Scout.

3. Announcements, Correspondence

Dr. Perry Davis, Interim Superintendent

- Dr. Davis highlights the report given to the members. He attended the HS drama club’s “Mama Mia” and the Honor Society’s Induction. Dr. Davis was able to spend two days at the HS to visit teachers in their classrooms.
- Perry also followed up on the Local Comprehensive Plan to include educators at other districts.
- Dr. Davis asks for a Policy Subcommittee meeting to meet to discuss policies in review.

4. District and School Improvement Plans – tabled for a future meeting

5. Update from the MASC/MASS Convention

Chair Chris Hyldburg

- Chris gives information on this conference that he attended. He will pass on his notes to all for their information.



Bourne Public Schools

- He did mention a class he attended for autistic children and the use of Google glasses. The class was primarily targeted for individual children's needs and was fascinating in regards to what they are doing.
 - Dr. Davis also attended this convention and spoke to the Committee about his experiences. He gives more detail on two speakers that presented there.
 - Ms. Ryan also attended. She attended classes that were designed for Superintendent relationships with School Committees and Superintendent work with budgets.

11. Policy Subcommittee – Vote Policy JLCD Revision for NARCAN

Steven Strojny makes a motion to allow this item to be brought to the table now; Seconded by Jennifer O'Neil; 7-0-0

Chair Chris Hyldborg

- Requests that Dr. Davis give the Committee information on this Policy.

Dr. Perry Davis

- Dr. Davis updates the Committee on the revision to this policy and gives more information on the inclusion of NARCAN to the school district and schools to be administered only by the school nurse through the school physician. Training is available for school nurses only at this time.

Mitch McClain makes a motion to approve the language change and waive a second reading; Seconded by Steven Strojny

- Maureen Fuller asks how soon the training will be provided and who will be giving it. Dr. Perry says that one of our school nurses will provide the training in-house. She also asks when the NARCAN will be available in the schools. NARCAN will be available as soon as possible, in a matter of weeks.
- Chris asks about the Athletic Trainer and administering this after hours. Mr. Geist says that the conflict there would be that we contract out this position and that it would be difficult to implement.
- Emily Berry asks what happens if there isn't a nurse present at the school. Substitute nurses would be trained if available at the school or a call would be made to 911.
- Carmen Dwyer, a parent who lost a child, is here in front of the Committee to try to save another child. She states that a license is not needed to carry NARCAN, that anyone can carry and administer it. She gives the Committee details on the death of her son.
- Chair Hyldborg asks Ms. Dwyer to speak more about the Drop-In Centers as this being a public meeting she can reach a lot of people. Ms. Dwyer tells about the Drop-In Centers that are available for all in quite a few local towns.
- Christine McMann comes before the Committee to give details about her son. Her son went out with friends and once home went to sleep and never woke up. She wants to let the members and audience know that this problem is everywhere.
- Linda Cubellis tells the Committee about the Parents Supporting Parents group and the number of children that the group members have lost. She believes staff in all the schools should be trained.
- Mary Zarkowski is a nurse and her daughter is also. Her daughter has the experience of watching addicted children in crisis in the hospital. She also believes everyone in the schools should be trained.
- Emily Berry asks if the schools will have multiple doses available. Dr. Davis states that yes, there will be multiple doses in each school.

Vote to approve the revision to Policy JLCD by concensus; 7-0-0

6. Update on the Bourne Intermediate School Building Committee



Bourne Public Schools

Mr. Jordan Geist, Director of Business Services

- Mr. Geist reminds all that there were some leaking issues which were reported at the last meeting. The construction company hired an independent firm to look at the roof. Over the next two to three weeks any open issues should be cleared up.
- Dr. Davis notes that they has been 98 weekly construction meetings. He expects the independent firm to be there on December 26th and 27th. With some water damage the construction company will come in to repair anything that needs attention.
 - Chris Hyldborg asks if these issues are as a result of workmanship or design. Mr. Geist states that it is a little of both. Chris asks if this is water egress and was told no. He asks when this project will be considered complete. Mr. Geist notes that we need to approve the Final Completion contract before this project is complete.

7. Update on the Student Opportunity Act – Chapter 70 Funding

Dr. Perry Davis

- Dr. Davis reports that the Legislature has approved this law and it has been signed by Governor Baker. He gives additional information on the Chapter 70 funding.
- Once he received final documentation about this funding, he will share it with the Committee. As part of this law, School and District Improvement plans must be submitted to the ESE.
 - Chris Hyldborg asks is there is a concern that Chapter 70 funding will be tied to student improvement. The understanding is that the ESE is looking for data to identify achievement gaps.
 - Chris asks if the McKinney Vento is part of this funding. Dr. Davis notes that McKinney Vento is a federal regulation and not part of special education therefore would not be a part of this funding.
 - Military mitigation fund is not a part of Chapter 71 funding. Chris notes that this funding has been held the last few years. Melissa Ryan speaks of the impact aid for military mitigation.
 - Mr. Geist states the two towns that receive mitigation were represented by Senator deMacedo whom always represented Bourne, but has since stepped down. This is something we would need to look at.

8. Update from the Superintendent Search Screening Committee

School Committee - Chris Hyldborg, Chairman and Steven Strojny, Member

- Chair Hyldborg states that the Screening Committee has made a selection of finalists and will be notified quickly. These finalists will soon be notifying their Districts. He notes that you can't underestimate the amount of work the screening committee has put in in reviewing applications and identifying finalists. Chris reiterates that the 14 members on the Screening Committee are still under a confidentiality agreement and cannot release any names of applicants.
- Steven Strojny reports that this committee met 8 times for 2 to 3 hours at a time. The meetings were a substantial commitment of time. There was a lot of research done by all members. He praises the members of the committee, especially Principal Carpenito. Mrs. Carpenito served as secretary and kept all the minutes which was not an easy task.
 - Chair Hyldborg speaks about what the next steps will be with NESDEC. He would like the Committee to meet in a couple of weeks for more discussion.
 - Maureen Fuller would like some information on how the 14 members chose the finalists. Mr. Strojny gives NESDEC much praise in assisting in this process. After reviewing resumes and letters, applicants were selected via a scoring system. During interviews, the applicants were vetted before the 4 finalists were chosen.
 - Dr. Davis asks when a School Committee meeting can be scheduled for the members to discuss the work of the screening committee. All members are able to meet on December 16th at 6:00 pm.



Bourne Public Schools

SCHOOL COMMITTEE BUSINESS

9. School Committee meeting minutes November 6, 2019

Approved with correction and by consensus; 7-0-0

10. Curriculum Sub Committee Update – tabled to a future meeting

12/13. Facilities/Budget Committee Update/Update on the Bourne High School Roof Project

Mitch McClain, Co Chair

- Mr. McClain discusses the bid background for the HS roof and the company that was the low bidder.

Mitch McClain makes a motion to award this project to Larochelle Construction; Seconded by Steven Strojny;

- Emily Berry asks why the difference in this company's bid is so much lower than the other bidders. Mr. Geist states that this process was partnered with the MSBA and this process is set in stone on how to move forward. A lot of research was done on this company beforehand and Jordan feels confident that this company can carry out this job.
- Dr. Davis answers Emily Berry by giving additional information on the selection and awarding of this bid and why this company was selected.
- Mr. Geist lets the Committee know that there is a timeline on when this job has to be completed. This work will begin after school gets out and over the summer.

Voted: 7-0-0

Mitch McClain, Co Chair

- Mitch McClain notes the other item up for a vote by the Committee. Jordan provided the Committee a report on the Waste Water Treatment Plant. There was a change in the cost of this project.
- Mr. Geist gives the Committee additional information on what is going out to bid right now in regards to the Waste Water treatment Plant.

Mitch McClain makes a motion to approve Capital Improvement Project as presented; Seconded by Steven Strojny; 7-0-0

14. Bourne Education Fund Grants – Policy KCD

Dr. Davis

- Dr. Davis gives information to the Committee on the KCD policy regarding grants awarded to teachers and/or classrooms and the acceptance of them.

15. Future Agenda Items – specific items were discussed by members and attendees for future meetings

16. Next meeting date and location: December 16, 2019 location TBD; January 8, 2020 at the BHS Library



Bourne Public Schools

Motion to adjourn: Steven Strojny motions to adjourn; seconded by Mitch McClain; Unanimous 7-0-0

Meeting ended at 8:18 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda
1	Handout from the students at Bourne High School
2	Town Administrator Introduction
3	Superintendent's Report
4	
5	MASC MASS Conference
6	
7	Student Opportunity Act Announcement
8	
9	School Committee Minutes November 6, 2019
10	
11	Proposed Change to Policy JLCD - NARCAN
12	
13	Bid Award-Partial Roof Replacement; Notice of Award – Laroche Construction Inc.



Bourne Public Schools

14	BEF Mini Grants – 2019/2020; Policy KCD
15	
16	

BOURNE SCHOOL COMMITTEE MEETING

DATE: Monday, December 16, 2019
TIME: 6:00 PM SPECIAL REGULAR MEETING
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 Waterhouse Road, Bourne, MA 02532

RECORDED
2019 DEC -9 AM 11:42
TOWN CLERK BOURNE

AGENDA

The School Committee may vote on all items listed on this agenda

The preceding listing of matters are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

6:00 PM PUBLIC COMMENTS

Opportunity for Public Comments (School Committee) *Speakers be will asked to introduce themselves, state their residence and are invited to address the School Committee for up to three (3) minutes to present their material.*

OPEN SESSION, PLEDGE OF ALLEGIANCE

Public recording statement

6:00 PM SPECIAL MEETING –

1. **Announcement of Finalists for the position of Superintendent of the Bourne Public Schools.**

Planning and Organizational Workshop for the Superintendent Search

SCHOOL COMMITTEE BUSINESS

1. **Announcement of Finalists for the position of Superintendent of the Bourne Public Schools**
2. **Planning and Organizational Workshop for the Superintendent Search**
 - a. **NESDEC Consultants**
 - b. **Scheduling of visits to the Bourne Public Schools**
 - c. **Scheduling of School Committee Interviews**

CALL TO ENTER EXECUTIVE SESSION – MGL Chapter 30A, Section 21 mandates that in order to go into Executive Session: The School Committee must:

- **Do so on a roll call vote**
- **The purpose of the Executive Session: Too conduct strategy session in preparation for negotiations with nonunion personnel.**
- **Not to return to open session**



Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Special Meeting Minutes

DATE: Monday, December 16, 2019

TIME: 6:00 PM

PLACE: Bourne High School Library

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Chris Hyldburg; Vice-Chair Mitch McClain; Jennifer O'Neil; Steven Strojny; Emily Berry; Maureen Fuller; Robb Duprey

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Dr. Perry Davis, Interim Superintendent of Schools

CALL TO ORDER

Chair Chris Hyldburg calls the meeting to order at 6:00 PM

PUBLIC COMMENTS

OPEN SESSION

PUBLIC PARTICIPATION

1. Announcement of Finalists for the position of Superintendent of the Bourne Public Schools

Steven Strojny

- Steven gives details of the work done by the search committee. He states that the Committee chose four candidates for the Superintendent position.
 - Dr. John Buckey, Principal of Nantucket High school
 - Ms. Melissa Eakins-Ryan, Assistant Superintendent of Learning and Teaching, Bourne Public Schools
 - Mr. Ron Griffin, Superintendent of Scituate Public Schools
 - Dr. Kerrie Ann Quinlan-Zhou, Assistant Superintendent for Curriculum, Instruction and Professional Development of Dighton-Rehobeth Regional School District



Bourne Public Schools

- Steven thanks the members of the screening committee for the many hours they worked to select the four finalists. He would also like to acknowledge the assistance of NESDEC which provided the process to use to tailor our search for a candidate.

2. Planning and Organizational Workshop for the Superintendent Search

a. NESDEC Consultants

- Dr. Carolyn Burke passes out the confidential candidate packets to the School Committee members.
- Dr. Davis announces that the public resumes will be posted tomorrow on the website. Chair Hyldborg reminds everyone that we will utilize a hub of information, such as the website, for the community to get information.
- Dr. Burke speaks to the timeline and where we are at this time. She states that at this time the School Committee will begin it's work in this process.
- The next step would be to schedule visits with the candidates.
- Steven Strojny believes that an hour is enough time to interview each candidate. Mitch suggests giving each candidate one night for interviews. Chris would like to learn more about the interview process and sessions.

b. Scheduling of visits to the Bourne Public Schools

- Dr. Carolyn Burke begins with explaining the scheduling of visits to Bourne for each candidate. She suggests a School Committee member escort the candidates around the district. Dr. Davis has provided a draft schedule for members to review and discuss.
 - Emily Berry states that it may be difficult having interviews on multiple days and expect parents and members of the community to be involved. Dr. Burke says that anything is doable.
 - Chris Hyldborg asks, are we still doing a day in the district if one of our finalists is internal? Dr. Burke says that an internal candidate should be afforded the exact same opportunity as other candidates.
 - Chris asks about her experiences on schedules as he believes this one is aggressive. He's not sure if we are giving these candidates and the School Committee enough time to get to learn about each other. He asks Dr. Burke if a four day interview schedule is better than a two day schedule. Dr. Burke says that the two days in the District is better than trying to find four days to be set aside for the public.
 - Emily clarifies her question regarding the tight schedule. Dr. Burke gives examples of things that have been done and asks is they would like more time to think about it.
 - Steven Strojny talks about how the community has been involved in this process. He suggests that since every interview will be televised, we are spending too much time and resources covering the same ground. Dr. Burke states that you could shorten the time for meet and greets with parents, teachers and the community.
 - Dr. Burke suggests that the interviews, which will be recorded, should not be televised until all interviews are completed. She thinks once you have completed all the interviews, for example, you can post them on a Friday then begin deliberations on Monday.
 - Jennifer O'Neil believes that as long as we communicate our schedule up front everyone's expectations are clear. She thinks that its a lot for everyone if you have to gear up for a four day plan. She thinks that we should be able to do it in two days.
 - Dr. Burke says another important part is that the School Committee will ask questions. She notes the pages in the packet which will assist with crafting questions.



Bourne Public Schools

- Dr. Burkes acknowledges the amount of intensive and important work done by Mitch McClain and Steven Stronjy.
 - Steven Stronjy notes the experiences he had with the search committee and suggests they use the same format for interviews. There is discussion between the members on the ways to pose questions for candidates.
 - More information is given by Dr. Burke about an interview format. She stresses that the Committee should make this a comfortable experience for both the candidates and the Committee.
 - Emily Berry asks about when an audience member has a question, how do they get to ask it of the candidate? Dr. Burke suggest some ways to address this including having index cards available to the public for questions. This is a good way the School Committee can assess the way a candidate interacts with the community.
 - Chris likes the idea of using index cards to gather questions even though they would miss the opportunity to see interaction between the candidate and the questioner. But, he says, efficiency wise, you would get more questions from the community.
 - Maureen asks if this format would take the place of the afternoon staff/community sessions or whether they should still have the afternoon sessions.
 - Anne Marie Strode, BHS teacher and life-long community member, asks if there is a plan for site-visits to each of the schools. Chris tells her that this is something they will be talking about tonight.
 - Dr. Burke states that after you have interviews you can then decide the next steps. She begins by talking about the theme a member can use to craft their questions. Steven Strojny says that members should reach out to Chris with their choice of theme.
 - There is a lot discussion among the members on how the schedule can be set up and how to proceed. Dr. Burke talks about what the screening committee has done and what the School Committee will need to do. Comparisons between the two committees were given and suggestions were made by the members.
 - Dr. Burke talks about public deliberations. The key piece is to decide if a candidate will be a fantastic Superintendent of Bourne not just a Superintendent. During deliberations, you don't need to say anything negative about a candidate as this may hurt them if they've applied in other Districts.
- c. Scheduling of School Committee Interviews
- Chair Hyldburg brings up changing the School Committee meeting on January 8th to the 15th and set aside the interviews for that week. Steven Strojny suggests dedicating the whole week to get the Superintendent interviews done. The Committee will do two interviews a night which means they would need two days.
 - Before confirming the schedule, the members discuss their schedule to determine what days work best for all. School Committee members also decide who will do the escorts. They are asked, when sending their themes to Chris, to also let him know when they are available to escort candidates between buildings.
 - They have set Janaury 8th and 10th to conduct interviews.
 - Dr. Burke gives the Committee suggestions on the interview format, including opening and closing questions and comments for the candidate. They had discussion on the types of questions to ask that pertains specifically to their application. She also points out that personal questions are off limits.
 - Notes can be taken and it is suggested that they do. Never write down anything that would be considered personal information.
 - Emily Berry asks about designing a rubric. Dr. Burke says anything that can be used to keep track of answers is good.



Bourne Public Schools

- Dr. Burke asks who will be the liason for the press. Chair Hyldburg will be the contact who will speak to the press for the Committee.
- If it is decided to do site visits to the districts of the candidates, everyone does not have to go at once. This can be split between members or a select group can be chosen to do all the visits. Chris talks about the team that came here when Mr. Lamarche applied for that district.
- Dr. Burke asks the Committee if they plan to make references calls before or after the interviews. Chris' experience is that he has always made reference checks before an interview.
 - Members discuss this issue and most suggest reference checks be made after interviews are conducted.
- On the community forum questions, Chris asks how is this data collected? Dr. Burke suggests collecting the forms in one location and making them available for School Committee members to review so that they are not released publicly. Nothing precludes the community from accessing the School Committee.
- Dr. Burke talks to Dr. Davis about putting the community form on-line for public use.
- Dr. Burke asks if the members are comfortable going forward with the next steps.
- Maureen Fuller asks the Chair when he would like the themes from the members. Chris states that when ever they have it to forward it to him or Dr. Davis.
- Dr. Burke and Chair Hyldburg ask for all to take a copy of the resumes before leaving today.
- Mauree Fuller asks about the view a candidate will have during the interview. They discuss their ideas on this.

- The School Committee discusses items and dates for future meetings regarding some of the decisions that must be made regarding the Superintendent search.
 - January 13th – Organizational and Planning meeting at 6:00 pm
 - Dr. Davis will look into scheduling another location to meet

Motion to adjourn: Steven Strojny motions to go into Executive Session and not to return to Open Session; seconded by Mitch McClain; Roll call: 7-0-0

Meeting ended at 8:00 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente-Griffin
Recording Secretary

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

Agenda Item	Document
0	Agenda

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: February 11, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Proposed Master Schedules for 2019-2020 School Year
 - a. Bournedale Elementary School
 - b. Bourne Intermediate School
 - c. Bourne Middle School
 - d. Bourne High School
2. Future Agenda Items
 - a. Program of Studies: Bourne Middle School and Bourne High School-March
3. Next meeting date and time
4. Adjourn

Members:

Chris Hyldburg
Erika Fitzpatrick
Ronda Tobey

2019 FEB - 7 AM 9:46
TOWN CLERK 2019MS

RECEIVED

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: March 11, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Program of Studies: Bourne Middle School and Bourne High School
2. Approve Meeting Minutes
3. Future Agenda Items
4. Next meeting date and time
5. Adjourn

2019 MAR -5 PM 4:28
TOWN OF BOURNE

RECEIVED

Members:

Chris Hyldburg
Erika Fitzpatrick
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: March 11, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Program of Studies: Bourne Middle School and Bourne High School
BHS New Classes for approval in POS: World History (combined 1 & 2), United Nations III, Intermediate Math (taken concurrently with Geometry), 3D Mechanical Design II, AP Computer Science Principles, Coding I, Coding II, Engineering (full year), Science and Engineering Research, Sustainable Living Systems (full year), Portfolio Preparation (art), Personal Fitness, Unified PE

BMS New Classes for approval in POS: Civics, Wellness, Unified PE, Directed Support, Grade 7 & 8 ELA (removal of accelerated)
2. Approve Meeting Minutes
Tabled
3. Future Agenda Items
Health Curriculum Update
History Curriculum Update
Early Literacy Grant
4. Next meeting date and time April 9, 2019, 5:00 pm
5. Adjourn

Members:

Chris Hyldborg

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: March 11, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

AGENDA

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BMS New Classes for approval in POS: Civics, Wellness, Unified PE, Directed Support, Grade 7 & 8 ELA (removal of accelerated)
2. Approve Meeting Minutes
Tabled
3. Future Agenda Items
Health Curriculum Update
History Curriculum Update
Early Literacy Grant
4. Next meeting date and time April 9, 2019, 5:00 pm
5. Adjourn

Members:

Chris Hyldburg

Erika Fitzpatrick
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: April 9, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

Melissa Ryan, Erika Fitzpatrick

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
Tabled until next meeting
2. Health Curriculum Update
Health teachers from each building were given a release day to work collaboratively on vertical curriculum alignment as part of the transition to grade span schools
3. Early Literacy Grant Update
A group of elementary teachers from both PES and BES have been participating in the Early Literacy workshops throughout the school year as part of a grant through DESE. This work spans two years, with the expectation that this group will identify early literacy strategies to be presented to the elementary school. Part of this grant will allow for the purchase of reading resources so the group will make a recommendation on resources for the early literacy grades.
4. Social Emotional Screening
The district is implementing a universal screening tool for social emotional and behavioral needs called SAEBRS (Social, Academic, Emotional Risk Screener). The purpose is to identify students who may need some additional interventions and supports in a proactive manner. This is part of the work from the district MTSS team.
5. Future Agenda Items
6. Next meeting date and time

7. Adjourn

Members:

Chris Hyldburg

Erika Fitzpatrick

Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: April 9, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
2. Health Curriculum Update
3. Early Literacy Grant Update
4. Future Agenda Items
5. Next meeting date and time
6. Adjourn

2019 APR -5 PM 12:10
RECEIVED

2019 APR 10

Members:

Chris Hyldburg
Erika Fitzpatrick
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: April 9, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
2. Health Curriculum Update
3. Early Literacy Grant Update
4. Future Agenda Items
5. Next meeting date and time
6. Adjourn

2019 APR -5 PM 12:10
PAGE 01 OF 02

Members:

Chris Hyldburg
Erika Fitzpatrick
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: April 9, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

Melissa Ryan, Erika Fitzpatrick

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
Tabled until next meeting
2. Health Curriculum Update
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5. Future Agenda Items
6. Next meeting date and time

7. Adjourn

Members:

Chris Hyldburg

Erika Fitzpatrick

Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: April 15, 2019**

TIME: 5:00 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
2. Health Curriculum Update
3. Early Literacy Grant Update
4. Social Emotional Screening
5. Future Agenda Items
6. Next meeting date and time
7. Adjourn

2019 APR 11 PM 2:51
TOWN CLERK BOURNE

RECEIVED

Members:

Chris Hyldburg
Erika Fitzpatrick
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: September 25, 2019**

TIME: 1:00 pm

*PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Professional Development Plan
2. MCAS Scores
3. Future Agenda Items
 - a. MTSS Handbook / DCAP
 - b. Bullying Prevention Intervention Plan
4. Next meeting date and time
5. Adjourn

2019 SEP 23 PM 12:02
TOWN CLERK BOURNE
001-854-1000

Members:

Chris Hyldburg
Maureen Fuller
Emily Berry

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: September 25, 2019**

TIME: 1:00 pm
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. **Professional Development Plan:** updated plan distributed; color coded to know which topics will provide PDPs; discussion about publicizing to PTA so parents will understand the reason for early release days; substitute staff will be invited to attend; preschool teachers and some specialists will attend the All Cape Day
2. **MCAS Scores:** just released yesterday; more analysis needed; overall the scores are flat; one take away: 3rd/4th grades who took test via computer scored lower than their peers who took test with pencil/paper; discussion about ways to attract caregivers to attend an informational meeting to explain how to interpret/understand your student's scores
3. **Future Agenda Items**
 - a. MTSS Handbook / DCAP
 - b. Bullying Prevention Intervention Plan
 - c. Enrollment Numbers
 - d. MCAS comparables

4. Next meeting date and time: TBD

5. Adjourn: 2:05pm

Members Present:

Dr. Perry Davis

Melissa Ryan

Chris Hyldburg

Maureen Fuller

Emily Berry

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: September 25, 2019**

TIME: 1:00 pm
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. **Professional Development Plan:** updated plan distributed; color coded to know which topics will provide PDPs; discussion about publicizing to PTA so parents will understand the reason for early release days; substitute staff will be invited to attend; preschool teachers and some specialists will attend the All Cape Day
2. **MCAS Scores:** just released yesterday; more analysis needed; overall the scores are flat; one take away: 3rd/4th grades who took test via computer scored lower than their peers who took test with pencil/paper; discussion about ways to attract caregivers to attend an informational meeting to explain how to interpret/understand your student's scores
3. **Future Agenda Items**
 - a. MTSS Handbook / DCAP
 - b. Bullying Prevention Intervention Plan
 - c. Enrollment Numbers
 - d. MCAS comparables

4. Next meeting date and time: TBD

5. Adjourn: 2:05pm

Members Present:

Dr. Perry Davis

Melissa Ryan

Chris Hyldburg

Maureen Fuller

Emily Berry

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: NOVEMBER 4, 2019**

TIME: 3:30 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
2. Draft of District Improvement Plan
3. Next meeting date and time
4. Future Agenda Items
 - a. School Improvement Plans
5. Adjourn

2019 OCT 29 PM 2:19
Bourne Public Schools

Members:

Chris Hyldburg
Maureen Fuller
Emily Berry

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: NOVEMBER 4, 2019**

TIME: 3:30 pm
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes: September minutes will be approved in November due to our oversight

 2. Draft of District Improvement Plan:
Melissa distributed a draft of the updated DIP.
Goal 1: Implement district-wide systematic practices, processes, and procedures that support maximum growth for all students academically, socially, and emotionally. This goal is in our current plan and is scheduled to be completed by 2021. There have been five additional action steps added to this goal.
Goal 2 is new: The BPS school community will establish a positive climate and culture as grade span schools. Year of completion is 2022.
Goal 3 is new: Establish a comprehensive technology plan to address the many and varying needs of the district. Year of completion 2022.

Goal one sparked discussion regarding the need for ongoing PD and consistency with agreed upon programs, resources, and best practices both horizontally and vertically.

 3. Next meeting date and time: December 2 at 3:30

 4. Future Agenda Items
 - a. School Improvement Plans

 5. Adjourn: 4:30pm.
-

Members: Attendance

Chris Hyldburg

Maureen Fuller

Emily Berry

Melissa Ryan

Dr. Perry Davis

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: NOVEMBER 4, 2019**

TIME: 3:30 pm
*PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes: September minutes will be approved in November due to our oversight

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This goal is in our current plan and is scheduled to be completed by 2021. There have been five additional action steps added to this goal.
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Goal one sparked discussion regarding the need for ongoing PD and consistency with agreed upon programs, resources, and best practices both horizontally and vertically.

 3. Next meeting date and time: December 2 at 3:30

 4. Future Agenda Items
 - a. School Improvement Plans

 5. Adjourn: 4:30pm.
-

Members: Attendance

Chris Hylburg

Maureen Fuller

Emily Berry

Melissa Ryan

Dr. Perry Davis

Cobb, Cheryl

From: Coelho, Melissa <mcoelho@bourneps.org>
Sent: Monday, November 25, 2019 10:15 AM
To: Cobb, Cheryl; James L. Potter; Rduprey80; sstrojny@aol.com; Administrators; Audrey Kelleher; Johnson, Barry; BEA Executive Board; BPS Staff; Chapman, Wendy; Chris Hyldburg; Christopher Hyldburg; Emily Berry; Fernandes, Mary; Fuller, Maureen; Jennifer O'Neil; jmcgrail; Froman, Judith; Lomeland, Hans; Mary Jane Mastrangelo; Mike Stevens; Mitch; Mitch McClain; Meier, Peter; Steven Strojny; erinsandraperry@yahoo.com; ryanbagdonas@gmail.com; emilyhogan@gmail.com; jr666_1999@yahoo.com; annemarie siroonian; Jordan Geist; Terence Donovan; Gail O'Hara; Christine Borning; Carpenito, Elizabeth; Mitch McClain; cburke3@verizon.net; Erika Fitzpatrick
Subject: Curriculum Subcommittee Meeting 11.25.2019 - Postponed

Please be advised that today's Curriculum Subcommittee meeting has been postponed.

Melissa F. Coelho
Executive Assistant to the Superintendent
Bourne Public Schools
36 Sandwich Road
Bourne, MA 02532
Phone - 508-759-0660 x 4 Fax 508-759-1107
mcoelho@bourneps.org
www.bourneps.org

On Wed, Nov 20, 2019 at 12:02 PM Coelho, Melissa <mcoelho@bourneps.org> wrote:
Thank you,

Melissa F. Coelho
Executive Assistant to the Superintendent
Bourne Public Schools
36 Sandwich Road
Bourne, MA 02532
Phone - 508-759-0660 x 4 Fax 508-759-1107
mcoelho@bourneps.org
www.bourneps.org

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: NOVEMBER 25, 2019**

TIME: 3:30 pm

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. District Release Day Schedule/School Calendar
2. Next meeting date and time: December 2 at 3:30 pm
3. Future Agenda Items
 - a. School Improvement Plans

RECEIVED
2019 NOV 20 PM 2:01
TOWN CLERK BOURNE

Members

Chris Hyldburg
Maureen Fuller
Emily Berry
Melissa Ryan

Cobb, Cheryl

From: Ryan, Melissa <mryan@bourneps.org>
Sent: Monday, December 2, 2019 3:04 PM
To: Cobb, Cheryl; James L. Potter; Rduprey80; Steve Strojny; Administrators; Audrey Kelleher; Johnson, Barry; BEA Executive Board; BPS Staff; Chapman, Wendy; Chris Hyldburg; Christopher Hyldburg; Emily Berry; Fernandes, Mary; Fuller, Maureen; Jennifer O'Neil; jmcgrail; Froman, Judith; Lomeland, Hans; Mary Jane Mastrangelo; Mike Stevens; Mitch; Mitch McClain; Meier, Peter; Steven Strojny
Subject: Curriculum Subcommittee Meeting Tonight

Please be advised that today's Curriculum Subcommittee meeting has been postponed.

Melissa Ryan

Assistant Superintendent for Learning & Teaching

Bourne Public Schools

36 Sandwich Road - Bourne, MA 02532

P 508.759.0660 - F 508.759.1107

mryan@bourneps.org

www.bourneps.org - twitter @mryanbps

RECEIVED
2019 DEC -2 PM 3:16
TOWN SUPERVISOR BOURNE

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: DECEMBER 2, 2019**

TIME: 3:30 pm
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
2. District and School Improvement Plans
3. Next meeting date and time: January 6, 2020 at 3:30 pm
4. Future Agenda Items:

RECORDED
2019 NOV 20 PM 2:01
TOWN CLERK BOURNE

Members

Chris Hyldburg
Maureen Fuller
Emily Berry
Melissa Ryan

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: DECEMBER 17, 2019**

TIME: 12:00 pm
*PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approve Meeting Minutes
2. District and School Improvement Plans
3. Early Release Day Calendar
4. Next meeting date and time: January 6, 2020 at 3:30 pm
5. Future Agenda Items:

RECEIVED
2019 DEC 12 PM 4:19
TOWN CLERK BOURNE

Members

Chris Hyldburg
Maureen Fuller
Emily Berry
Melissa Ryan

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: DECEMBER 17, 2019**

TIME: 12:00 pm

*PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and others items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

The meeting began at 12:00. Members attending were Emily Berry, Maureen Fuller, Chris Hyldburg, Melissa Ryan, and Dr. Perry Davis.

1. Approve Meeting Minutes - No Action
2. Early Release Day Calendar: Lauri Gilbert, BEA President, Maureen Holden, BEA Vice President, and Theresa Clifford, BMS Teacher joined the meeting for this agenda item.

Discussion: Lauri, Mo, and Theresa, speaking on behalf of the staff, stated that the early release days are not useful for a number of reasons.

- A. disruptive to classroom learning as students treat the day as a half day and arrive ready for an early lunch and dismissal
- B. Parents are not keeping track of early release days, so students are left stranded
- C. PD doesn't have an organized plan which reflects an end product worthy of the disruption to the school day; staff would rather be working with students
- D. What content belongs in a faculty meeting or in a PD meeting? The line is blurred and needs to be clearer so PD time is valuable

Perry and Melissa reminded the members that some of the beginning PD days were state mandated and there is a mandated MCAS training and Suicide Prevention Training yet to be scheduled. Emily stated that the parents take issue with the frequency of release days. Chris doesn't want to nix the process altogether until a plan is in place.. Melissa needs to discuss any changes with the administrative team before changes are made to early release days.

Suggested changes were to eliminate the remainder of early release days altogether, eliminate the second one of each month, or keep the January dates and select certain ones from the remaining early release days to keep with an identified plan in place for those days.

There was consensus to move the May Inservice Day to March and eliminate the early release day in February since there are half days already scheduled for elementary parent conferences and the February vacation.

Melissa, Lauri, and Mo will meet in January to finalize suggested changes to the school calendar regarding early release days to be placed on the SC Agenda for the January meeting.

3. District and School Improvement Plans 2019-2022

District and School Improvement Plans once approved by SC, are posted on the web site and reviewed at the end of each school year and revised if needed for the following year.

The DIP plan has five added action steps to Goal 1. One of these actions is to establish district wide writing benchmark assessments by grade/discipline. Melissa hopes the writing prompts and the scoring rubrics will be developed and ready to implement for next year. This action was or will be reflected in each school's improvement plan.

A second action of the DIP that was discussed is middle and high school student lead teacher conference opportunities with parent/caregivers. Melissa told the subcommittee that this is occurring in a few classrooms at BMS already. Training will be needed for staff to achieve this goal.

Goal 3, a new goal in the DIP, is to establish a plan to support technology across the district to maximize efficiency, improve communication, and increase student achievement. Both Emily and Maureen expressed the need for an added person to accomplish this goal, as administrators have other duties that take precedent, and do not have the time to do the goal justice. Updating the website in a timely manner to reflect the curricula and activities in our schools needs to be more of a priority.

The SIP of each school was reviewed with discussion and suggestions made. Melissa will format them in a similar fashion and meet with principals where needed, so the plans can come to the full SC for approval.

Meeting adjourned at 3:00 pm.

4. Next meeting date and time: January 6, 2020 at 3:30 pm

5. Future Agenda Items:

Members

Chris Hyldburg

Maureen Fuller

Emily Berry

Melissa Ryan

**BOURNE SCHOOL COMMITTEE
CURRICULUM SUBCOMMITTEE
MEETING DATE: DECEMBER 17, 2019**

TIME: 12:00 pm

*PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 SANDWICH ROAD, BOURNE, MA 02532*

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The SIP of each school was reviewed with discussion and suggestions made. Melissa will format them in a similar fashion and meet with principals where needed, so the plans can come to the full SC for approval.

Meeting adjourned at 3:00 pm.

4. Next meeting date and time: January 6, 2020 at 3:30 pm

5. Future Agenda Items:

Members

Chris Hyldburg
Maureen Fuller
Emily Berry
Melissa Ryan

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: FEBRUARY 13, 2019**

**TIME: 5:30PM
PLACE: ADMINISTRATION BUILDING**

AGENDA

1. Approval minutes
2. Peebles Update
3. Bournedale Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members

Mitch McClain
Steven Strojny
Ronda Tobey

RECEIVED
2019 FEB 17 AM 9:50
TOWN CLERK BOURNE

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: MARCH 5, 2019**

**TIME: 5:30PM
PLACE: ADMINISTRATION BUILDING**

AGENDA

1. Approval minutes
2. Peebles Update
3. Bournedale Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Recycling Committee
8. Signage for fields
9. Discuss future agenda items
10. Next meeting time, date & location

BOURNE SCHOOL COMMITTEE
2019 MAR -1 AM 8:44
ADMINISTRATION BUILDING

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members

Mitch McClain
Steven Strojny
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: MARCH 27, 2019**

**TIME: 6:30PM
PLACE: ADMINISTRATION BUILDING**

AGENDA

1. Approval minutes
2. Recycling Committee
3. Peebles Update
4. Bournedale Update
5. BMS Update
6. BHS Update
7. Budget Update
8. Discuss future agenda items
9. Next meeting time, date & location

2019 MAR 22 AM 11:54
1 1000 BOURNE

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members

Mitch McClain
Steven Strojny
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: APRIL 24, 2019**

RECORDED

2019 APR 11 PM 2:51

TOWN CLERK BOURNE

**TIME: 5:00PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD
BOURNE, MA 02532**

AGENDA

1. Approval minutes
2. Peebles Update
3. Bournedale Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members

Mitch McClain
Steven Strojny
Ronda Tobey

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: JUNE 5, 2019**

**TIME: 5:00PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD
BOURNE, MA 02532**

AGENDA

1. Approval minutes
2. Peebles Update
3. Bournedale Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

2019 JUN -3 PM 2:13
10000 ALDEN BURN

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members
Mitch McClain
Steven Strojny

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: OCTOBER 2, 2019**

**TIME: 5:30PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD
BOURNE, MA 02532**

AMENDED AGENDA

1. Approval minutes
2. BIS Update
3. BES Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

2019 SEP 27 PM 9:15
BOURNE SCHOOL COMMITTEE

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Members
Mitch McClain
Steven Strojny

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: OCTOBER 2, 2019**

**TIME: 4:30PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD
BOURNE, MA 02532**

AGENDA

1. Approval minutes
2. BIS Update
3. BES Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members

Mitch McClain
Steven Strojny

2019 SEP 25 PM 2:08
BOURNE SCHOOL COMMITTEE

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: NOVEMBER 6, 2019**

**TIME: 4:30PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD
BOURNE, MA 02532**

AGENDA

1. Approval minutes
2. BIS Update
3. BES Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

RECEIVED
2019 NOV -1 PM 2:36
TOWN CLERK BOURNE

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members
Mitch McClain
Steven Strojny

**BOURNE SCHOOL COMMITTEE
FACILITIES & BUDGET SUBCOMMITTEE MEETING
DATE: DECEMBER 4, 2019**

RECEIVED

2019 NOV 22 PM 3:14

TOWN CLERK BOURNE

**TIME: 4:30PM
PLACE: BOURNE HIGH SCHOOL LIBRARY
75 WATERHOUSE ROAD
BOURNE, MA 02532**

AGENDA

1. Approval minutes
2. BIS Update
3. BES Update
4. BMS Update
5. BHS Update
6. Budget Update
7. Discuss future agenda items
8. Next meeting time, date & location

"The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

Members

Mitch McClain
Steven Strojny



**BOURNE SCHOOL COMMITTEE
POLICY SUBCOMMITTEE
MEETING DATE: JANUARY 29, 2019**

*TIME: 6:00 PM
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approval of Minutes
2. Review distributed policies and feedback –
IF, IGB, IHBF, IJOA, IJOB, IHAMA, IHBB, IHBG, IJ, IJOC, IMD
3. Consider further MASC Recommendations Series I
4. Future Agenda Items
 - i. JD – ESPs
 - ii. JD - BCBA
5. Next meeting date and time
6. Adjourn

2019 JAN 25 PM 2:34
TOWN OF BOURNE

Members:

Mitch McClain

Robb Duprey

**BOURNE SCHOOL COMMITTEE
POLICY SUBCOMMITTEE
MEETING DATE: March 6, 2019**

*TIME: 6:30PM
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approval of Minutes
2. Consider Series "T" MASC Recommendations
3. Review policies and job descriptions for School Committee
 1. JFABD – Homeless Students Enrollment Rights and Services
 2. JFABE – Educational Opportunities for Military Children
 3. JFABF – Educational Opportunities for Children in Foster Care
4. Future Agenda Items
 - i. ID – ESPs
5. Next meeting date and time
6. Adjourn

RECORDED
2019 MAR -4 PM 3:42
TOWN CLERK BOURNE

Members:

Mitch McClain, Chair

Robb Duprey, Secretary

**BOURNE SCHOOL COMMITTEE
POLICY SUBCOMMITTEE
MEETING DATE: April 23, 2019**

*TIME: 5:30PM
PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING
36 Sandwich Road
Bourne MA, 02532
508.759.0660*

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approval of Minutes
2. Review policies and job descriptions for School Committee
 1. IJOA-R – OUT OF STATE AND/OR EXTENDED OVERNIGHT TRIPS
 2. IHBA – OBSERVATIONS OF SPECIAL EDUCATION PROGRAMS
 3. ILBA – DISTRICT PROGRAM ASSESSMENTS
 4. IL – EVALAUTION OF INSTRUCTIONAL PROGRAMS
 5. IKAB – STUDENT PROGRESS REPORTS TO PARENTS/GUARIDANS
 6. IJNDD – POLICY ON SOCIAL MEDIA
3. Future Agenda Items
 - i. JD – ESPs
 - ii. BCBA
4. Next meeting date and time
5. Adjourn

2019 APR 11 PM 2:51
TELETYPE UNIT
RECEIVED

Members:

Mitch McClain, Chair

Robb Duprey, Secretary

RECEIVED

2019 MAY 23 PM 4:33

TOWN CLERK BOURNE

**BOURNE SCHOOL COMMITTEE
POLICY SUBCOMMITTEE**

MEETING DATE: May 28, 2019

TIME: 5:30PM

PLACE: BOURNE PUBLIC SCHOOLS ADMINISTRATION BUILDING

36 Sandwich Road

Bourne MA, 02532

508.759.0660

AGENDA

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to the limited extent permitted by the Open Meeting law.

1. Approval of Minutes
2. Review policies and job descriptions for School Committee
 1. JD – ESPs (10)
 2. IJNDB – RESPONSIBLE USE POLICY
 3. IJNDC – DIGITAL PUBLISHING POLICY
 4. IJNDD – POLICY ON SOCIAL MEDIA
3. Bourne Public Schools Policy Binder
4. Future Agenda Items
 - i. BPS Policy Binder
5. Next meeting date and time
6. Adjourn

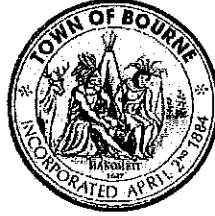
Members:

Mitch McClain, Chair

Robb Duprey, Secretary

Bourne Public Schools

36 Sandwich Road
Bourne, MA 02532
508.759.0660
508.759.1107 (fax)
www.bourneps.org



Dr. Perry P. Davis
Interim Superintendent
pddavis@bourneps.org

Melissa F. Coelho
Executive Assistant
mcoelho@bourneps.org

Bourne School Committee
Policy Subcommittee
Meeting Date: November 6, 2019
Time: 8:00pm (Following the School Committee Meeting)
Place: Bourne High School – Library
75 Waterhouse Road
Bourne, MA 02532

AGENDA

1. Additional language – Policy JLCD – Administering Medicines to Students
2. School Nurses having the medication – NARCAN
3. Future Agenda Items and Meeting Dates
4. Adjourn

The preceding listing of matters are those reasonably anticipated by the Chairperson which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up to limited extent permitted by the Open Meeting Law.

Members:
Mitch McClain
Jennifer O'Neil
Rob Duprey

Perry P. Davis, Ed. D
Interim Superintendent of Schools

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2019 NOV - 1 PM 2:36
TOWN CLERK BOURNE

The Bourne Public Schools mission is to connect individual students and staff to their success; engage the community in new ways to facilitate student achievement; guarantee a relevant, viable curriculum for students; and assure universal accountability that supports the success of students.



BOURNE SPECIAL EDUCATION PARENT ADVISORY COUNCIL

Bourne SEPAC Minutes
December 11, 2017
Bourne Middle School

In attendance:

Christina Caputo, Maureen King, Maureen Pelonzi, Loretta Snover, Rebecca Snover, Lisa Czyryca, Laura Perry, Jennifer Reilly, Zach Rosetti, Jim Ross

Meeting was called to order

Minutes of October 16, 2017 meeting read and approved

- Motion to accept the minutes of October 16, 2017 by Christina Caputo
- Seconded by Loretta Snover
- Motion approved

Social Skills, Friendship and Bullying Presentation from Zach Rosetti and Jim Ross

How to use your IEP to Promote Friendships:

- Social opportunities must be available to students
- Supports during such events
- Social activities may include: lunch, recess periods, athletics, recreational activities, special interest groups, clubs sponsored by the school, etc.
- IEP can include social goals for the student

Widening the Circle – presented by Jim Ross from the ARC of MA

Since 2012 has been encouraging the development of friendship between people with and without disabilities

What can we learn about Friendship?

People are: happier, healthier, and safer

Friendship is mutual trust, give and take, has no personal gain

Strategies for students of all Ages

- First develop a friendship mindset (beliefs) – group children in same mindset
Increase Quantity of Social Opportunity
- Maximize inclusion
- Writing social goals in IEP
- Decrease adult proximity
- Facilitate
- Travel to and from school with peers
- Join interest-based clubs, activities without adult interaction

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TOWN OF BOURNE



BOURNE SPECIAL EDUCATION PARENT ADVISORY COUNCIL

Bourne SEPAC Agenda

Bourne Middle School Conference Room (Room 100)
February 11, 2019
6:00 pm – 7:30 pm

1. Introductions
2. Friends Matter! Helping Students Develop Meaningful Friendships presented by:
Zach Rossetti, Assistant Professor of Special Education from Boston University
3. Minutes from December 4, 2018
4. Review of By-Laws, Mission and Vision Statement
5. Public Comment
6. Adjournment

2019 FEB 11 PM 2:49

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RECEIVED



BOURNE SPECIAL EDUCATION PARENT ADVISORY COUNCIL

BOURNESEPAC@GMAIL.COM ~ FACEBOOK: BOURNE SEPAC

Bourne SEPAC
February 11, 2019
Bourne Middle School

In attendance:

Maureen King, Maureen Pelonzi, Loretta Snover, Rebecca Snover, Kelly Mooney, Zach Rosetti

Meeting was called to order

Friends Matter Initiative – Helping Students Develop Meaningful Friendships

- Research (Focus Group)
 - Zach Rosetti from Assistant Professor of Special Education at Boston University
 - Bourne Public Schools
 - Department of Developmental Services (DDS) SE Region
 - Three year grant – ends fall of 2019
 - Toolkit to help teachers facilitate friendship between students with special needs
 - Help with lesson planning (student and teacher)
 - Toolkit for families and community
- Discussions on how to facilitate friendships between students
 - Viewed 2 Inclusion Videos on how to help children include all abilities on the playground
 - Shared ideas on how to teach children techniques to help facilitate inclusion
- Motion to move the review of by-laws to next meeting, Maureen King
 - Seconded by Loretta Snover
- Motion to move the reading of the October 1, 2018 and December 2, 2018 to the next meeting, Loretta Snover
 - Seconded by Rebecca Snover

Motion to Adjourn

Meeting Adjourned

MEP

2019 JUN 19 PM 12:20

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BOURNE SPECIAL EDUCATION PARENT ADVISORY COUNCIL

Bourne SEPAC Minutes
March 27, 2017
Bourne Middle School

In attendance:

Christina Caputo, Amy Cetner, Leslie Sullivan, Melissa Ryan, Erin Halperin, Elizabeth Carpenito, Jane Norton, Kate Hartley, Lisa Grobleski, Juliane Dillon, Michelle Traver, Maggie Smith, Michael Fischer, Lisa Czyryca, Elizabeth Bailey, Maureen King, Maureen Pelonzi, Mary Wilson

Meeting was called to order

Question and Answer Forum on Transition and Special Education Programs with the Principals and Special Education Staff – to answer questions regarding special education programs Pre-K through High School

Introduction of Panel:

Christina Caputo Director of Student and Special Education Services
Amy Cetner - Bourne High School Principal
Leslie Sullivan - Director of Student Services (grades 7-12)
Melissa Ryan Bourne Middle School Principal
Erin Halperin Director of Student Services (grades K-6)
Elizabeth Carpenito - Bournedale Elementary Principal
Jane Norton - Peebles Elementary Principal
Kate Hartley - Specialized Instruction Teacher, ILC Bournedale
Lisa Grobleski - Specialized Instruction Teacher, ILC Bournedale

Christina Caputo, Special Education Director, gave a background of district special education programs such as:

Integrated Special Education Pre-School:

Ages 3-4 who have been identified as having moderate special needs. Integrated setting with typical peers. Additional supports are provided as needed by speech/language, occupational and physical therapy determined by the IEP.

ALP – Alternative Learning Program:

This program serves students (grades 5-8) and focuses interventions on the social, emotional, and behavioral needs of students with qualifying disabilities while providing instruction to support students' participation and progress in the general curriculum. Individualized behavior intervention plans are developed and maintained to meet the needs of each student. Students are integrated into the general education classrooms whenever possible

2018 JUL 18 PM 1:57
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1000000000



**BOURNE SPECIAL EDUCATION
PARENT ADVISORY COUNCIL**

Bourne SEPAC Agenda

Bourne Middle School Center Media Center
May 13, 2019
6:00 pm – 7:30 pm

1. Introductions
2. Minutes from October 1, 2018, December 4, 2018 and February 11, 2019
3. Review and changes of By-Laws
4. Vision or Mission Statement
5. Planning for 2019-2020 Calendar
6. Public Comment
7. Adjournment

REC'D
2019 MAY -8 PM 12:19
TOWN CLERK BOURNE

**BOURNE PUBLIC SCHOOLS
Notice of Meeting**

The Preliminary Screening Committee, a subcommittee of the Bourne School Committee, will meet as follows:

Date: Friday, May 31, 2019

Location: Bourne High School Library

Time: 5:30 PM

AGENDA

CALL TO ORDER IN PUBLIC SESSION

ROLL CALL

BUSINESS

In accordance with the Open Meeting Law* (so-called), adjourn to executive session to consider applicants for appointment to the position of interim superintendent by the preliminary screening committee; and not reconvening in public session.

ADJOURNMENT

The meeting will be adjourned upon the completion of the business of the executive session.

* M.G.L. c.30A, §21(a)(8)

2019 MAY 29 PM 4:02
BOURNE PUBLIC SCHOOLS
COMMUNICATIONS

1. How are you able to identify a student-centered classroom? How are you able to measure student success?
2. How are you able to determine if students regularly experience success while they are learning? What is method of measurement for these objectives being met?

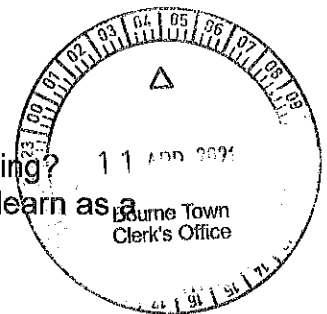
Ensuring and measuring student success

- What school-wide ideas have you implemented in the area of curriculum?
- Helping teachers improve their practice so they can help students improve their learning is the most important responsibility of the school leader. As the person responsible for the supervision of teaching and learning in your school, how would you help teachers to improve their practice?
- What will you do to ensure the curriculum is taught with fidelity across the school and what will you do to help those teachers who are not teaching it?

Learning process of students:

- How is successful learning identified and assessed?
- How do I ensure that the students have achieved the objectives?
- Did the students regularly experience success while they were learning?
- Are they aware of the progress they have made?
- Were the students given any guidelines to assist them while learning?
- Can the students control and assess their learning behaviour and their results themselves?
- How do I keep a record of my observations and assessments of individual students and the class as a whole?

- How do I relate my students' success or failure to my teaching?
- How do I recognise my progress in teaching, and how do I learn as a teacher?



- Work file 8: Self-assessment of teachers

For daily school practice, self-assessment of teaching is the most pragmatic and easiest method of assessment. Usually, these kinds of assessment take place automatically among teachers, though not systematically. In most cases, teachers reflect on their teaching whenever they feel it is necessary or according to their own intuition, mostly in cases where they were not satisfied with the outcomes. In order to facilitate these self-reflective processes checklists like the following one could be of some help:

- How have I stimulated the learning process?
- How could I keep up the content interest of the students?
- Were the students led to central problems or tasks?
- Is a focus visible in the taught lesson?
- How many questions did I ask?
- What kind of questions did I ask?
- What kind of questions did the students ask?
- Were the questions related to the problems or the tasks?
- Which contributions triggered which questions?
- Did I listen to the students?
- Were the agreed rules of communication in the class kept?
- How did I react to the students' contributions?
- Did I repeat students' contributions word for word?
- Did I use stereotypical forms of reinforcement?
- Was interaction between students stimulated?
- What was the approximate percentage of my contributions?
- What was the approximate percentage of the students' contributions?
- Were there any students with an extremely high percentage of contributions?
- What was the participation of girls in comparison to boys like?
- What kind of contributions did so-called "difficult" students deliver?
- Did I concentrate on certain students?
- How did situations of conflict arise?
- What was the course of conflicts?
- How were the conflicts dealt with?
- Were the given tasks understood by the students?
- How were the tasks integrated into the process?
- What kind of means of support did I provide?
- How were the results presented?
- How was knowledge, how were insights or findings recorded?

Proposed Dates/Times for SSSC Meetings & Interviews

Date	Time	Location	Purpose
Friday, November 15th	4:30-6:30pm	BHS Professional Library	2nd Committee Workshop
Wednesday, November 20th	4:00-4:15pm		Organizational Mtg.
	4:15-5:15pm		Interview #1
	5:15-5:30pm		Organizational Mtg.
	5:30-6:30pm		Interview #2
Thursday, November 21st	3:30-3:45pm		Organizational Mtg.
	3:45-4:45pm		Interview #3
	4:45-5:00pm		Organizational Mtg.
	5:00-6:00pm		Interview #4
Friday, November 22nd	3:30-3:45pm		Organizational Mtg.
	3:45-4:45pm		Interview #5
	4:45-5:00pm		Organizational Mtg.
	5:00-6:00pm		Interview #6
Saturday, November 23rd	8:00-8:15am		Organizational Mtg.
	8:15-9:15am		Interview #7
	9:15-9:30am		Organizational Mtg.
	9:30-10:30am		Interview #8
Monday, November 25th	3:30-3:45pm		Organizational Mtg.
	3:45-4:45pm		Interview #9
	4:45-5:00pm		Organizational Mtg.
	5:00-6:00pm		Interview #10
Monday, December 2nd	3:30-3:45pm		Organizational Mtg.
	3:45-4:45pm		Interview #11
	4:45-5:00pm		Organizational Mtg.
	5:00-6:00pm		Interview #12
Tuesday, December 3rd	3:30-6:00pm		Deliberations
Wednesday, December 4th	3:30pm		Hold date if needed

Superintendent Search Screening Committee
2019

Mary Jane Mastrangelo	mjm@mrainc.org
Erin Perry	erinsandraperry@yahoo.com
Ryan Bagdonas	ryanbagdonas@gmail.com
Emily Hogan	emilyhogan@gmail.com
Peter Meier	pmeier@townofbourne.com
Jen Reilly	jr666_1999@yahoo.com
Anne-Marie Siroonian	asgs2991@gmail.com
Jordan Geist	jgeist@bourneps.org
Terry Donovan	tdonovan@bourneps.org
Gail O'Hara	gohara@bourneps.org
Christine Borning	cborning@bourneps.org
Liz Carpenito	ecarpenito@bourneps.org
Mitch McClain	mmcclain@bourneps.org
Steve Strojny	ssrojny@aol.com
Carolyn Burke	cburke3@verizon.net
Erika Fitzpatrick	efitz8899@comcast.net

**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

November 15, 2019

Open Public Session Time: 4:30-4:45 PM

Executive Session Approximate Time: 4:45-6:15 PM

Bourne High School
Professional Library
75 Waterhouse Road
Bourne, MA 02532

TOWN CLERK BOURNE
2019 NOV 13 AM 11:49
RECEIVED

- I. Call to Order in Public Session
 - a. Attendance

- II. Organizational Matters

- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will be returning to public session at approximately 6:15 PM.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening of Applicants

- V. Adjourn Executive Session and Return to Public Session
 - a. Motion (Roll Call Vote)

- VI. Reconvene in Public Session
 - a. Call to Order
 - b. Attendance

- VII. Preparations for Preliminary Screening and Interviews
 - a. Development of interview questions
 - b. Interview protocols, pacing, accommodations

- VIII. Adjournment

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Executive Session
November 12, 2019**

The Superintendent Search Screening Committee convened in Executive Session in the XXXXX on Tuesday, November 12, 2019 at XXXXX PM.

Attendees:

XXXXX

XXXXX

Guests:

Arthur Bettencourt, NESDEC Executive Director

Carolyn Burke, NESDEC Senior Consultant

The Executive Session was called to order at XXXXX PM.

The Screening Committee began the process of the preliminary screening of applicants for the position of Superintendent of Schools.

At XXXXX PM, there being no further business, XXXXX, moved to adjourn the Executive Session, seconded by XXXXX.

A roll call vote was taken.

Voting in favor: XXXXX

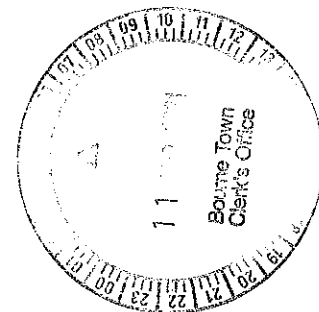
Voting opposed: None

The Executive Session was adjourned at XXXXX PM

Respectfully submitted,

XXXXX

Secretary *pro tem*



Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 12, 2019

The Superintendent Search Screening Committee convened its first meeting in the Bourne High School Professional Library on Tuesday, November 12, 2019 at 6:00 PM.

Attendees:

Mary Jane Mastrangelo, Erin Perry, Ryan Bagdonas, Emily Hogan, Peter Meier, Jen Reilly, Anne-Marie Siroonian, Steve Strojny, Mitch McClain, Elizabeth Carpenito, Jordan Geist, Terry Donovan, Gail O'Hara, Christine Borning

Guests:

Arthur Bettencourt, NESDEC Executive Director
Carolyn Burke, NESDEC Senior Consultant
Nancy

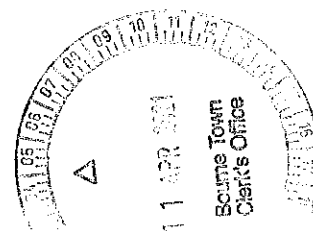
The meeting was called to order in Public Session at 6:00 PM by Barry Johnson.

Members of the Screening Committee and the NESDEC consultants introduced themselves.

Art Bettencourt suggested that the Screening Committee consider appointing a chairperson, vice chairperson, and secretary.

The following appointments were approved:

Chair: Steven Strojny
Vice-Chair: Mitch McClain
Secretary: Elizabeth Carpenito



NESDEC consultants Carolyn Burke and Art Bettencourt briefed the Committee regarding an overview of the search process, the development of a calendar of interview dates, the development of interview questions, and the interview process itself.

At 8:00PM, moved by Steven Strojny, seconded by Mitch McClain, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

(Prior to taking the vote, Chair indicated the review of applications, if conducted in open session, would have a detrimental effect in obtaining qualified candidates.)

At 8:10PM Anne-Marie Siroonian made a motion to adjourn Executive Session, seconded by Peter Meier.

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 12, 2019**

The Superintendent Search Screening Committee convened its first meeting in the Bourne High School Professional Library on Tuesday, November 12, 2019 at 6:00 PM.

Attendees:

Mary Jane Mastrangelo, Erin Perry, Ryan Bagdonas, Emily Hogan, Peter Meier, Jen Reilly, Anne-Marie Siroonian, Steve Strojny, Mitch McClain, Elizabeth Carpenito, Jordan Geist, Terry Donovan, Gail O'Hara, Christine Borning

Guests:

Arthur Bettencourt, NESDEC Executive Director
Carolyn Burke, NESDEC Senior Consultant
Nancy

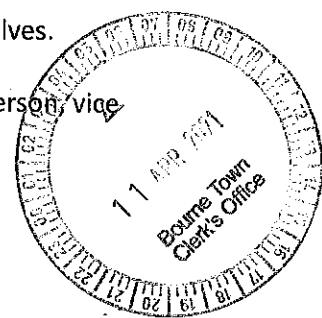
The meeting was called to order in Public Session at 6:00 PM by Barry Johnson.

Members of the Screening Committee and the NESDEC consultants introduced themselves.

Art Bettencourt suggested that the Screening Committee consider appointing a chairperson, vice chairperson, and secretary.

The following appointments were approved:

Chair: Steven Strojny
Vice-Chair: Mitch McClain
Secretary: Elizabeth Carpenito



NESDEC consultants Carolyn Burke and Art Bettencourt briefed the Committee regarding an overview of the search process, the development of a calendar of interview dates, the development of interview questions, and the interview process itself.

At 8:00PM, moved by Steven Strojny, seconded by Mitch McClain, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

(Prior to taking the vote, Chair indicated the review of applications, if conducted in open session, would have a detrimental effect in obtaining qualified candidates.)

At 8:10PM Anne-Marie Siroonian made a motion to adjourn Executive Session, seconded by Peter Meier.

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 15, 2019**

The Superintendent Search Screening Committee convened its second meeting in the Bourne High School Professional Library on Friday, November 15, 2019 at 4:30 PM.

Attendees:

MJ, EP, RB, EH, JR, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

Arthur Bettencourt, NESDEC Executive Director

The meeting was called to order in Public Session at 4:32 PM by Steve Strojny.

Art Bettencourt discussed process for choosing candidates and outlining dates based on number of interview slots as well as interview process.

At 4:35 PM, moved by Anne-Marie seconded by Mitch McClain, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will be returning to public session anticipated to be at approximately 6:15PM.

A roll call vote was taken.

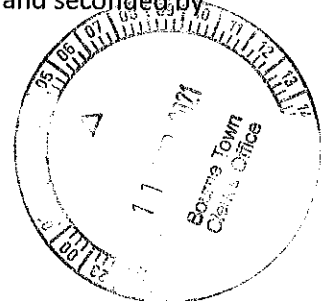
Voting in favor: Unanimous

Voting opposed: None

EXECUTIVE SESSION

- Point system for Definitely Interested (5 points per vote); somewhat interested (3 points per vote)
- 12 Finalists will be offered an interview by NESDEC starting this weekend
- Applicant specific interview question discussions based on important themes

Anne-Marie Siroonian made a motion to enter back into Public Session at 5:25PM and seconded by Mitch McClain.



**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

November 20, 2019

Open Public Meeting Time: 4:00PM

Executive Session Approximate Time: 4:15PM

Location: Bourne Veteran's Memorial Community Center
239 Main Street, Bourne, MA 02532

RECORDED
2019 NOV 18 PM 2:00
TOWN CLERK BOURNE

- I. Call to Order in Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 20, 2019**

The Superintendent Search Screening Committee convened its third meeting in the Bourne Community Building on Wednesday, November 20, 2019 at 4:02 PM.

Attendees:

MJ, PM, RB, EH, JR, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

Scheduled Interviewees

The meeting was called to order in Public Session at 4:03PM by Steven Strojny

- Procedure for interviews
- Feedback directed to Steve Strojny for how process ran - be careful not to violate open meeting law

At 4:16PM, moved by Mitch McClain, seconded by Anne Marie Siroonian, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

At 6:45PM, moved by Mitch McClain, seconded by Peter Meier that the Screening Committee return to Public Session.

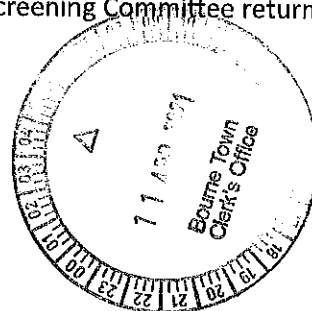
A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

Motion to adjourn Public Session at 6:46PM.

Respectfully submitted,
Secretary *pro tem* Elizabeth Carpenito



**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

November 21, 2019

Open Public Meeting Time: 3:30PM

Executive Session Approximate Time: 3:45PM

Location: Bourne High School Professional Library
75 Waterhouse Road, Bourne, MA 02532

2019 NOV 19 AM 10: 25
TOWN CLERK BOURNE
RECEIVED

- I. Call to Order in Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 21, 2019**

The Superintendent Search Screening Committee convened its fourth meeting in the Bourne High School Professional Library on Thursday, November 21, 2019 at 3:30 PM.

Attendees:

MJ, EP, RB, EH, PM, JR, AS, SS, EC, JG, TD, GO, CB

Guests:

Scheduled Interviewees

The meeting was called to order in Public Session at 6:00 PM by .

At 3:42 PM, moved by Anne Marie Siroonian seconded by Peter Meier that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a){8} (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

At 5:53PM , moved by Peter Meier, seconded by Anne Marie Siroonian that the Screening Committee return to Public Session.

A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

Motion to adjourn Public Session at 5:54PM.

Respectfully submitted,
Elizabeth Carpenito
Secretary *pro tem*



**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

November 22, 2019

Open Public Meeting Time: 3:30PM

Executive Session Approximate Time: 3:45PM

Location: Bourne High School Professional Library
75 Waterhouse Road, Bourne, MA 02532

RECORDED
2019 NOV 20 PM 2: 01
TOWN CLERK BOURNE

- I. Call to Order in Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 22, 2019**

The Superintendent Search Screening Committee convened its fifth meeting in the Bourne High School Professional Library on Friday, November 22, 2019 at 3:30 PM.

Attendees:

MJ, EP, RB, EH, PM, JR, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

Invited Interviewees

The meeting was called to order in Public Session at 3:32 PM by Steven Strojny.

At 3:32PM, moved by Mitch McClain, seconded by Peter Meier, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

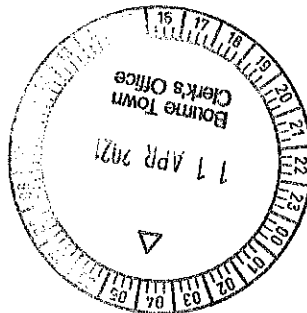
Voting in favor: Unanimous

Voting opposed: None

At 5:35PM moved by Mitch McClain, seconded by Anne Marie Siroonian to adjourn executive session into public session.

At 5:36PM adjourn public session.

Respectfully submitted,
Elizabeth Carpenito
Secretary *pro tem*



**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

November 23, 2019

Open Public Meeting Time: 8:00am

Executive Session Approximate Time: 8:15am

Location: Bourne High School Professional Library
75 Waterhouse Road, Bourne, MA 02532

RECEIVED
2019 NOV 20 PM 2:00
TOWN CLERK BOURNE

- I. Call to Order in Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 23, 2019**

The Superintendent Search Screening Committee convened its fifth meeting in the Bourne High School Professional Library on Friday, November 23, 2019 at 8:00 AM.

Attendees:

MJ, EP, RB, EH, PM, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

Invited Interviewees

The meeting was called to order in Public Session at 8:05 AM by Steven Strojny.

At 8:06AM, moved by Mitch McClain, seconded by Anne Marie Siroonian, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

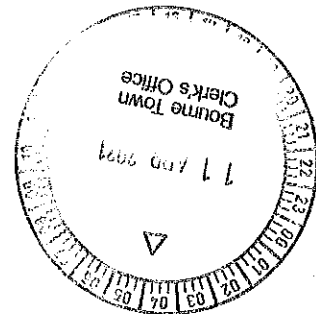
Voting in favor: Unanimous

Voting opposed: None

At 10:29AM moved by Mitch McClain, seconded by Anne Marie Siroonian to adjourn executive session into public session.

At 10:30AM moved by Steven Strojny to adjourn public session.

Respectfully submitted,
Elizabeth Carpenito
Secretary *pro tem*



**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

November 25, 2019

Open Public Meeting Time: 3:30pm

Executive Session Approximate Time: 3:45pm

Location: Bourne High School Professional Library
75 Waterhouse Road, Bourne, MA 02532

RECEIVED
2019 NOV 20 PM 4:14
TOWN CLERK BOURNE

- I. Call to Order In Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
November 25, 2019**

The Superintendent Search Screening Committee convened its sixth meeting in the Bourne High School Professional Library on Monday, November 25, 2019 at 3:30 PM.

Attendees:

MJ, EP, RB, EH, PM, JR, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

Invited Interviewees

The meeting was called to order in Public Session at 3:45 PM by Steven Strojny .

At 3:42PM, moved by Mitch McClain seconded by Anne Marie Siroonian that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

At 5:57PM moved by Mitch McClain, seconded by Anne Marie Siroonian to adjourn executive session into public session.

At 5:58PM moved by Steven Strojny to adjourn public session.

Respectfully submitted,
Elizabeth Carpenito

Secretary *pro tem*



RECEIVED
2019 NOV 22 PM 3:14
TOWN CLERK BOURNE

**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

December 2, 2019

Open Public Meeting Time: 3:30PM

Executive Session Approximate Time: 3:45PM

Location: Bourne High School Professional Library

75 Waterhouse Road, Bourne, MA 02532

- I. Call to Order in Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
December 2, 2019**

The Superintendent Search Screening Committee convened its seventh meeting in the Bourne High School Professional Library on Monday, December 2, 2019 at 3:30 PM.

Attendees:

MJ, EP, RB, EH, PM, JR, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

Invited Interviewees

The meeting was called to order in Public Session at 3:35 PM by Steven Strojny.

At 3:36 PM, moved by Mitch McClain seconded by Anne Marie Siroonian, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

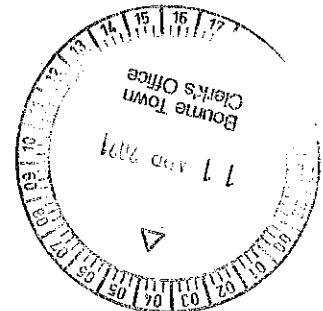
Voting in favor: Unanimous

Voting opposed: None

At 6:10PM moved by Mitch McClain, seconded by Peter Meier to adjourn executive session into public session.

At 6:11PM moved by Steven Strojny to adjourn public session.

Respectfully submitted,
Elizabeth Carpenito
Secretary *pro tem*



RECEIVED

2019 NOV 22 PM 3:14

TOWN CLERK BOURNE

**BOURNE PUBLIC SCHOOLS
SUPERINTENDENT SEARCH
SCREENING COMMITTEE MEETING**

December 3, 2019

Open Public Meeting Time: 3:30PM

Executive Session Approximate Time: 3:45PM

Location: Bourne High School Professional Library

75 Waterhouse Road, Bourne, MA 02532

- I. Call to Order in Public Session
 - a. Attendance
- II. Organizational Matters
- III. Adjourn to Executive Session for the Purpose of the Preliminary Screening/Interviews of Applicants for the Position of Superintendent of Schools

Adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment (to the position of Superintendent) by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.
(Roll Call Vote)

- IV. Executive Session
 - a. Call to Order
 - b. Preliminary Screening/Interviews of Applicants
- V. Adjourn Executive Session
 - a. Motion (Roll Call Vote)

**Bourne Public School District
Superintendent Search Screening Committee Meeting Minutes
Open Public Session
December 3, 2019**

The Superintendent Search Screening Committee convened its eighth meeting in the Bourne High School Professional Library on Tuesday, December 3, 2019 at 3:30 PM.

Attendees:

MJ, EP, RB, EH, PM, JR, AS, SS, MM, EC, JG, TD, GO, CB

Guests:

NESDEC Consultants (Nancy, Carolyn)

The meeting was called to order in Public Session at 3:39 PM by Steven Strojny.

At 3:40 PM, moved by Mitch McClain seconded by Anne Marie Siroonian, that the Screening Committee adjourn to Executive Session in accordance with M.G.L. Chapter 30A, §21(a)(8) (so-called Open Meeting Law), to consider applicants for employment or appointment by the preliminary screening committee, the chair having declared that an open meeting will have a detrimental effect in obtaining qualified applicants, with the understanding that the committee will not be returning to public session.

A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

Discussion in Executive Session:

- Reviewed Interview Process
- Discussion of Interviewed Candidates
- A motion was made by Peter Meier and seconded by Mitch McClain to vote for finalists: John Buckey, Melissa Eakins-Ryan, Ron Griffen, Kerri-Anne Quinlan-Zhou to be presented to School Committee was taken.

A roll call vote was taken.

Voting in favor: Unanimous

Voting opposed: None

At 4:35PM moved by Mitch McClain, seconded by Anne Marie Siroonian to adjourn executive session into public session.

At 4:36PM moved by Steven Strojny to adjourn public session.

