



**BELCHERTOWN PUBLIC SCHOOLS  
JOINT MEETING WITH  
SCHOOL COMMITTEE MEMBERS AND BOARD OF SELECTMEN  
July 26, 2016**

**LOCATION:** Swift River Elementary School Library

**TIME:** 6:00 p.m.

**SCHOOL COMMITTEE MEMBERS:** Ms. Dawn French, Chair; Dr. Thomas Laughner, Vice-Chair; Ms. Myndi Bogdanovich, Member; Dr. Michael Knapp, Secretary,

**ADMINISTRATION:** Mrs. Karol Coffin, Superintendent of Schools; Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services; Shawn Fortin, Director of Teaching & Learning; Mr. Edward Dunn, Contracted School Business Manager

**BHS STUDENT ADVISORY COUNCIL REPRESENTATIVES:** Parker Mas

**VISITORS:** Board of Selectmen, Candidates for vacant School Committee Seat

**AGENDA**

Pledge of Allegiance

- I. Call to order
- II. Public comment regarding items on the agenda
- III. Interview candidates for open School Committee seat and vote
- IV. Introduction of new CHCS Principal – Jennifer Champagne
- V. Special awards and presentations
- VI. Approval of minutes (A.I.)
  - A. June 21, 2016 Regular Session
- VII. Reports and recommendations of the Superintendent
  - A. Superintendent’s Evaluation
  - B. Strategic Plan Report
- VIII. Personnel update
  - A. Personnel update as of July 26, 2016
- IX. Unfinished business

- X. New business
  - A. Approval of 2016 – 2017 Employee Handbook (A.I.)
  - B. Approval of Declared Surplus - Technology (A.I.)
  - C. Approval of Updated Food Service Job Descriptions (A.I.)
    - 1) Cook/Manager
    - 2) Asst. Cook
    - 3) Food Service Prep. and Recovery Worker
  - D. Approval of Administrative Asst./School Year Secretary Job Description (A.I.)
  - E. Charter Cap Resolution (possibly will be an A.I. on August agenda)
  - F. Proud of WMass Public Schools Campaign (possibly will be an A.I. on August agenda)
  
- XI. Reports of subcommittees/representatives
  - A. Curriculum & Instruction (Dr. Knapp/Dr. Laughner)
  - B. Personnel & Policy (Ms. Bogdanovich/Dr. Laughner)
  - C. Property & Transportation (Ms. Bogdanovich/Ms. French)
  - D. Finance & Budget Subcommittee (Dr. Laughner/Dr. Knapp)
  - E. Collaborative for Educational Services (Dr. Knapp)
  - F. Healthy & Safer Schools Advisory Committee (Ms. French)
  - G. Technology Advisory Committee (Dr. Laughner)
  
- XII. Correspondence
  - A. Agenda, July 26, 2016
  - B. School Committee vacancy letters of application
  - C. June 21, 2016, Regular Session Minutes
  - D. Superintendent's Evaluation
  - E. Strategic Plan
  - F. Personnel Update
  - G. 2016 – 2017 Employee Handbook
  - H. Declared Surplus-Technology Memo
  - I. Food Service Updated Job Descriptions
  - J. Administrative Asst./School Year Secretary Updated Job Description
  - K. Charter Cap Resolution
  - L. Proud of WMass Public Schools Campaign
  - M. State House News Service – Informational Only
  - N. Board & Administrator – Informational Only
  
- XIII. Vote to enter into Executive Session under M.G.L. 30A, §21, Part 3 to discuss strategy with respect to collective bargaining and individual contracts or litigation as conducting said business in open session would have a detrimental effect on the School Committee's bargaining or litigation position. The committee will not return to open session.

*Belchertown students, both individually and collaboratively, will be innovative thinkers, problem solvers and unique, creative contributors to their community and the world.*

The Belchertown School Committee conducts its business in open session pursuant to Chapter 30A, Section 21 of the Massachusetts General Laws. The public is welcome to comment only on items on the agenda for this meeting as noted above. If you wish to address the School Committee regarding an item not on the agenda for this meeting, please contact the Superintendent of Schools at 413.323.0423 or via email at [superintendent@belchertown.org](mailto:superintendent@belchertown.org) to determine the best way to address your concerns (see [School Committee Policy BEDH](#)).