

CITY OF HOLYOKE
SCHOOL COMMITTEE

SCHOOL COMMITTEE AGENDA

DATE: MONDAY, MARCH 21, 2011
TIME: 6:15 PM
LOCATION: Fifield Community Room Dean Technical High School, 1045 Main Street

1. **CALL TO ORDER ~ ROLL CALL ~ PLEDGE OF ALLEGIANCE**

2. **PUBLIC DISCUSSION***

3. **COMMUNICATIONS & REPORTS**
 - a. **Student Reports**
 - b. **Superintendent's Communications**
 - Ed Line Presentation (Kirk Donahoe)

4. **NEW BUSINESS**
 - a. **Minutes of Meetings**
 - Regular Meeting of February 7, 2011 (pages 1-4)
RECOMMENDATION: That the School Committee vote to approve the minutes.
 - b. **Reports of Committees**
 - Rules-Policies Subcommittee of February 14, 2010 (pages 5-7)
RECOMMENDATION: That the School Committee vote to approve the minutes (no substantive motions).
 - c. **School Building Advisory Committee Minutes**
 - December 15, 2010 (pages 8-10)
 - February 9, 2011 (pages 11-14)
RECOMMENDATION: That the School Committee vote to receive the minutes (note: not yet approved by School Building Advisory Committee.)
 - d. **Innovation School Prospectus** (under separate cover)
 - e. **Travel Requests** (pages 15-16)
RECOMMENDATION: That the School Committee vote to approve the travel requests.

5. OLD BUSINESS

- a. **2011-2012 School Calendar** (page 17)

RECOMMENDATION: That the School Committee vote to approve the 2011-2012 school calendar.

- c. **Half-Day Proposal for Last Day of School 2011**

- d. **Sodexo Contract** (under separate cover)

RECOMMENDATION: That the School Committee vote to approve the Sodexo contract.

Following Executive Session

- e. **Ratification of Non Union Wage Adjustment / LPN's**

7. ANNOUNCEMENTS & ADJOURNMENT

The listing of matters are 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.

*The Holyoke Public Schools makes available a public discussion period for persons in the audience to address the Committee on specific agenda items. In order to hear as many speakers as possible, the Committee asks individuals to continue their remarks to two (2) minutes. Any person wishing to submit longer testimony should give copies to the Superintendent before the meeting so that it may be distributed to Committee members. The speaker can then summarize this testimony at the meeting within the two (2) minute time period. Persons wishing to speak should register with the Superintendent immediately before the meeting begins. Individuals who request specific items to be included on the Committee's agenda should mail a written request fifteen (15) days in advance of a Committee meeting date to the Superintendent of Schools, 57 Suffolk Street, Holyoke, MA 01040.

CITY OF HOLYOKE
SCHOOL COMMITTEE

REGULAR MEETING OF THE SCHOOL COMMITTEE
MONDAY, FEBRUARY 7, 2011
TIME: 6:15 PM

School Committee Chair William Collamore called the meeting to order at 6:15 p.m.

ROLL CALL

Present: Mayor Elaine Pluta, William Collamore, Michael Moriarty, Gladys Lebron-Martinez, Dennis Birks, Cesar Lopez, Devin Sheehan, Peggy Boulais. Excused: Howard Greaney; Absent: Yvonne Garcia. Also present: Superintendent of Schools David Dupont, Holyoke High School Student Representative Caitlin Anable and Dean Student Representative Rachel Houle.

PLELDGE OF ALLEGIANCE

PUBLIC DISCUSSION

None

COMMUNICATIONS & REPORTS

Student Reports

None

Superintendent's Communications

Mr. Dupont discussed the concern the weather has caused, across the state, with regard to the integrity of roofs because of the amount of snow on them. He asked Mr. Anderson to look into how much of a load the school roofs could handle with the snow on them. They have looked to the Building Inspector and City Engineer to determine if one of them were appropriately certified to ascertain the safety of the roofs.

Lenny Gibbons explained that he and Mr. Dupont met with the Building Inspector and City Engineer to see if roofs are safe with the current snow load and the possibility of more snow over the course of the season. They did want a certified engineer to certify the roofs are safe but the City does not have a certified structural engineer. The cost for a certified engineer to check the school roofs would be approximately \$4,000 to certify all schools. The recommendation is to approve \$6,000 in case there are any unforeseen issues.

MOTION #1: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to authorize administration to expend \$6,000 to hire a structural engineer to certify the safety of school roofs. The motion carried unanimously.

Mr. Gibbons told Committee members that, for the most part, the district is in line with budgeted expenditures for plowing and removal. One vendor has been used more than others because of their heavy equipment and ability to remove snow from school property.

NEW BUSINESS

School Calendar 2011 – 2012

Mr. Dupont explained that this was submitted to all union presidents, central team as well as the School Committee.

Mr. Moriarty asked if the professional development day in November was to be scheduled for Election Day.

Mr. Dupont said the PD day in November is scheduled for the first Tuesday, and not for Election Day.

Mr. Moriarty questioned why the day would be on a Tuesday and not on a Monday or Friday so the school week would be continuous days.

Mrs. Boulais said she is in favor of not having school on Election Day. She is familiar with White School and there are issues with traffic and parking when school is in on Election Day.

Mr. Dupont said there is voting at 5 schools. For a number of years school was in session on Election Day. He thinks the district can get through this.

MOTION #2: Mr. Moriarty made a motion, seconded by, Mr. Lopez, to amend the (draft) 2011-2012 school calendar to change the professional development day from November 1st to November 4th, and accept the amended calendar as a first reading.. The motion carried unanimously

Hourly Rate Increase for LPN's

Mr. Dupont told members that his proposal is to increase the hourly rate for LPN's to \$22 an hour.

MOTION #3: Mr. Sheehan made a motion, seconded by Mr. Lopez, to approve an hourly increase for LPN's to \$22 an hour. The motion carried unanimously. The motion carried 7-1-2, with Mr. Moriarty voting no.

Mr. Moriarty noted that he was unable to attend the meeting where this was discussed; he questioned the percentage increase from \$19 to \$22. While he recognized that LPN's work hard, large percentage increases are not something he is comfortable with because the district does not see large revenue increases coming in.

Snow Days

Mr. Dupont noted there are 43 more days of winter. The last day of school is now June 27th. He met with union presidents to get feedback relative to the number of inclement weather days thus far. There was discussion about taking some days from the April vacation and possibly the February vacation. There is a possibility of picking up three days from April vacation and a non-student professional

development day that would be changed to be a student attendance day. That would recoup 4 days on the school calendar. School districts are still waiting to hear from the Commissioner of Education around snow days. A key consideration is preparation for MCAS. He is sure that the PD day will be eliminated at this point.

Mr. Moriarty said there may be families and staff members that have non refundable vacation plans in place for the April vacation week. In addition, there might be even more inclement weather days.

Mr. Dupont said if there was proof that non refundable vacation plans were in place, those days off would have to be honored, but staff would not be paid for those days.

Miss Houle asked if students would receive excused absences if they had plans as well.

Mr. Dupont said students would have to be treated fairly as well.

Dean Admission Policy

Mr. Dupont explained that the task force that the Committee wanted to look at an admission policy for Dean. There are still some questions relative to state regulations.

MOTION #4: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to refer the Dean Admission Policy to Rules-Policies. The motion carried unanimously.

Mr. Sheehan asked for an update on the winter transportation for Peck students.

Mr. Dupont said the transportation started today; he would check with the transportation manager to inquire as to utilization of the service.

OLD BUSINESS

None

PERSONNEL

Appointments

MOTION #5: Mr. Sheehan made a motion, seconded by Mrs. Lebron-Martinez, to receive the appointments. The motion carried unanimously.

MOTION #6: Mr. Sheehan made a motion, seconded by Mayor Pluta, to receive the extended time program appointments. The motion carried unanimously.

ANNOUNCEMENTS

Mr. Sheehan noted that Mr. Webb and a group of Dean Tech students appeared on a recent Mass Appeal show on Channel 22, cooking their favorite Super Bowl dishes. He asked that a letter of appreciation be sent to Mr. Webb and the students for their efforts and representation of Dean Tech.

MOTION #7: Mayor Pluta made a motion, seconded by Mrs. Boulais, to adjourn. The motion carried unanimously.

The Regular Meeting of February 7, 2011 adjourned at 6:49 p.m.

CITY OF HOLYOKE
SCHOOL COMMITTEE

RULES -POLICIES SUBCOMMITTEE
MONDAY, FEBRUARY 14, 2011
TIME: 530 PM

Rules-Policies Subcommittee Chair Michael Moriarty called the meeting to order at 5:365 p.m.

Present: Chair Michael Moriarty, Dennis Birks and Gladys Lebron-Martinez. Absent: Yvonne Garcia. Also present: Superintendent of Schools David Dupont, Devin Sheehan, Peggy Boulais, William Collamore, Director of Student Services Doug Arnold and Dean School Principal Linda Rex.

AGENDA: SCHOOL UNIFORM REQUEST

Mr. Dupont provided members with copies of the Springfield Public Schools uniform policy and the policy in place at Dean, a level 4 school, where mandating uniforms is possible. One of the School Committee members has requested that consideration be given to a mandatory uniform policy for the district. At one time the district did institute a voluntary uniform policy, but that did not work out too well.

Ms. Rex explained that shops have always had some form of dress requirements for safety reasons. This year many of those shops adopted the same policy as the school; those shops use aprons, etc., to protect clothing. There has not always been 100% compliance. No student has been suspended solely for violation of the uniform policy. Calls are placed to the homes and there are conversations with parents about the priority for building the school community and learning. The Graphic Arts shop did print up some shirts with the school logo and they were sold for \$5; those were very popular and sold out. Dean was also able to hire an in-house suspension teacher this year with EduJobs money. That situation is used for students who violate various rules in the school, including a serious dress code issue related to shops. One benefit has been that they have not seen any of the gang colors in school.

Mr. Moriarty asked if there is any data that indicates that by removing gang identification from the school that it has had any impact or lessening of gang orientation.

Mrs. Rex said they have not noticed as many groups of kids hanging together and that was more identifiable because of the colors. Now they basically see groups of students from shops hanging together.

Mr. Dupont said it does help to relieve the pressure for recruitment or wannabes. Central office did receive several calls and e-mails over the summer in support of the Dean uniform.

Mr. Sheehan asked if Dean would want to have uniforms again next year.

Mrs. Rex said she would want to continue with uniforms at Dean. Some shops have asked for specific color shirts with logos. That is something that will be discussed by Student Council.

Mrs. Lebron-Martinez noted the parents who were in attendance.

Mr. Sheehan asked that a button-down shirt option be included in the Dean policy because that is something that would look good in terms of job and college interviews.

Mr. Moriarty asked if there has been any discussion with Springfield in terms of how the policy had been working and whether there had been any resistance either legally or with noncompliance in the school body.

Mr. Dupont said generally speaking the feedback has been positive. He has not heard of any legal challenge.

Mr. Moriarty said the legal issues are important. In Massachusetts Chapter 71 Section 82 was intended to incorporate the Tinker case. Schools are not allowed to abridge the freedom of expression of students and, it could be argued that any address code would do that. School board members are sworn to uphold the laws and constitution of the Commonwealth and that can't be ignored. There is a case, Becker, that allows schools to act as long it affects school safety or directly impinges upon learning. If this is about lessening gang issues and that can be demonstrated, that should be part of the policy. If there is data from Springfield that shows there was an effect there on gang issues, that would have an impact on this kind of policy decision.

Mrs. Rex said they do stress the need for students to dress in a particular way in terms of going out in the work world, and for college and work interviews.

Mr. Moriarty invited parents who were present to speak.

Mari Santiago, a parent and volunteer at Peck, 192 Walnut Street, said the parents feel uniforms will instill a sense of school pride as well as a sense of safety. They want students to feel ownership of the school they attend. Their thought was not about violence or gang activity. She said parents who walk to school with their children would be able to easily identify other students from that school and would be able to watch to help make sure they stay safe on their way to school as well and encourage them to walk together to school.

Ms. Barbara Torres, a parent of a Peck student, 446 Appleton Street, spoke in favor of the uniforms in terms of safety and ability to easily identify students and school pride.

Mr. Sheehan said he thought it would be helpful for the City Solicitor or other legal counsel to look into the questions around a uniform policy.

Mr. Moriarty said he was concerned about the constitutional and statutory rights of students.

Mrs. Rex said they have seen disciplinary issues go down significantly at Dean this year. Also, attendance seems to have gone up slightly.

Mr. Sheehan said he thought that the reduction in discipline has something to do with the change and new direction with the new leadership at the school as well.

He said he did appreciate the Peck parents and their organization and willingness to come forward to the School Committee with their ideas.

Ms. Maria Luisa Arroyo, Family Access Engagement Coordinator for Peck, said parents want school uniforms because they would be cost effective and they would promote school spirit.

Mr. Dupont said this topic really would require more research. He suggested meeting again in a month so he could come back with additional information.

Mr. Sheehan asked if administration could find out if any other district in the Commonwealth has a uniform policy. He also noted that within the not too distant past, Chicopee rejected a uniform policy.

Mr. Moriarty said the City Solicitor should also review any draft policy but any draft should be accepted by the School Committee prior to that happening.

MOTION: Mrs. Lebron-Martinez made a motion, seconded by Mr. Birks to adjourn. The motion carried unanimously.

The Rules-Policies Subcommittee meeting of February 14, 2011 adjourned at 6:53 p.m.

CITY OF HOLYOKE

SCHOOL BUILDING ADVISORY COMMITTEE
WEDNESDAY, DECEMBER 15, 2010
TIME: 10:00 AM
HOLYOKE HIGH SCHOOL

School Building Advisory Committee Chair William Collamore called the meeting to order at 10:07 a.m.

Present: William Collamore, Terry Pudlo, David Healey, Mike Moriarty, Peggy Boulais, Carol Hepworth, Aaron Vega, and Diane Bauer. Also: Tim Alix of SBS, Athletic Director Aaron Patterson, and Director of Operations & Technology Lenny Gibbons.

Tim Alix explained that Mountford is in the close out period. They are still working on some new contract work. They are about 90% done with the new doors. The security screens for the stair towers are not yet in. Part of the close out process involves training the staff in the various systems including security, fire alarm and HVAC.

Mr. Healey asked what the status of commissioning / performance testing is.

Mr. Alix said there are a number of phases of commissioning; the project is now at the point where the system can be performance tested. About 1/3 of the classroom unit ventilators and the roof top exhaust units have been tested. Testing will continue on unit ventilators and air handler units.

MSBA reimbursement continues. The City has received \$13.1 million and the cap to be received is \$14.3 million. Another submission will be made to MSBA for reimbursement within about a week.

The summer 2011 work is projected at about \$4.2 million. The science rooms are the biggest component of that work. The architect will have estimates available soon.

Mr. Healey asked if Tim Murphy could be asked to do construction work on a time and materials basis so that if a designer is not needed, SBS could watch over the work. That would create a savings.

Mr. Alix said the architect has done work for the city and in the schools. Some of the items have been removed from the designer's list of responsibilities. The landscape design piece has been removed. The areas of refuge have been removed. Tim Murphy has provided a couple of areas of refuge in the past but the number for this project came back high. Funds for that item remained in the budget so that a determination of need can be made at another time.

Mr. Moriarty said the \$1 million originally intended to be returned to the City is no longer realistic in the budget.

Mr. Healey noted that there is \$340,000 in contingency and this is a reasonably well defined project at this point.

Mr. Alix explained that there was a kick off meeting last week with the designers, a code consultant and an estimating firm. The estimating firm will put together a conceptual estimate for the scope of work

which will include a design contingency for the unknown. That will give the architect an idea of how to go about the design work.

Some of the items removed from the work list include: replacement of score boards, instrument storage cabinets for the band area, and classroom furniture.

He said that replacing skylights in the building would have a payback in terms of energy. The current skylights are uninsulated plexiglass.

Mr. Moriarty said he would like to have a discussion about any item that would have a payback so that dollars being spent on operational costs could be spent in classrooms.

Mr. Alix said energy usage in some areas might go up because there is more ventilation and a better overall environment; there is a cost to providing a better environment.

Mr. Moriarty asked if there is enough wired technology in the building now and if there are furniture needs.

Ms. Bauer said the school could use more technology and furniture but they would have to take a look to determine exactly what is needed.

Mr. Alix said the design team did look at the girls' locker room but any work would need to be defined. There are improvements that could be made in the girls' locker room.

MOTION: Mr. Moriarty made a motion, seconded by Mr. Healey, to award the contract for the 2011 work to Timothy Murphy Architects. The motion carried unanimously.

Mr. Healey inquired about the project schedule.

Mr. Alix said complete construction documents are due 2/25/11, bid documents are due 3/2/11 and general bids will be received by 3/31/11.

MOTION: Mr. Moriarty made a motion, seconded by Mr. Vega, to approve the minutes from October 27, 2010 and November 17, 2010. The motion carried unanimously.

Mr. Moriarty noted that at the last meeting there was a communication received from the City Solicitor about the Alderman & MacNeish matter, which is a long standing case. He spoke with the City Solicitor and he stressed that the committee believed some of the factual information in the letter from the Assistant City Solicitor to be inaccurate, most importantly, that the committee has no belief that there was 90% work done even though 90% of the work was paid for. Having no further information personally, the City Solicitor told her the Assistant City Solicitor would get back to him on the matter. He thinks the next approach would be to find out where the stipulation of dismissal was filed. Whether the committee agrees or not, that has final consequences. However, even if there had been any kind of judgment, the chances of any recovery from a bankrupt corporation would be slim to none, unless there was proof of overt fraud, which would be a huge stretch. He will ask if he can review the discovery actually received but there is no requirement to allow him to do so.

Mr. Moriarty said that fencing will be installed around the field area across the street from Lawrence School. He asked Ms. Pudlo to be in contact with School Department administration on that.

Mr. Healey inquired about the progress on the intercom system.

Mr. Alix said all clocks are done, intercoms in the hallways are done and phones in the classrooms are not all changed over yet. The desire is to do the complete change over during winter vacation.

MOTION: Mr. Moriarty made a motion, seconded by Mr. Healey, to adjourn. The motion carried unanimously.

The School Building Advisory Committee meeting of December 15, 2010 adjourned at 11:05 a.m.



CITY OF HOLYOKE

SCHOOL BUILDING ADVISORY COMMITTEE

WEDNESDAY, FEBRUARY 9, 2011

TIME: 10:00 AM

HOLYOKE HIGH SCHOOL

School Building Advisory Committee Chair William Collamore called the meeting to order at 10:08 a.m.

Present: William Collamore, Peggy Boulais, Mike Moriarty, Diane Bauer, Carol Hepworth, David D'Addario, John Brunelle (arriving at 10:15). Also present: Tim Alix and Carl Weber from SBS, Director of Operations and Technology Lenny Gibbons, Athletic Director Aaron Patterson and Maintenance Administrator Whitney Anderson.

Mr. Patterson said that when students participate in quality afterschool programming, dropout rates are lessened. The school has a great after school tutoring program and that can be enhanced by renovations to the weight room and converting 310 and 320 into classrooms that could be used during the day and for tutoring after school. Room 301 would also be opened up for testing and other after school programming. The current weight room facility is 378 sq ft which can safely house 5-6 students. This facility is located inside the boys locker room so the population of female students that use that space is almost nothing because they feel uncomfortable going in there. The site is in the old basket room which is between the main locker room and the main hallway. The small universal fitness room is currently used by phys ed classes. The proposal is to use the current old wood shop and lumber and project storage areas. The total square footage would be 3,000. They would like to make renovations to room 301 which would be used for testing during the day, and it would replace the room currently used (320). The total project cost would be \$25,000. The existing free weight room facility (378 sq ft) would be converted to a visiting team room which would provide additional space to house visiting teams in a safe and secure environment. That would involve putting up walls and installing benches. This would allow all students to be housed on the 3rd floor for the afterschool tutoring program which is beneficial for safety. Sample layouts were provided. The school has received a donation of some weight equipment from neighboring districts. There is approximately \$200,000 in the athletic revolving account, from which funds could be used for this project. The \$25,000 estimate includes all renovations, demolition, flooring installation and a complete remodel of that space in room 301 and the team room conversation. The cost estimate was done by Mr. Anderson.

Mrs. Bauer clarified that the weight room would be used by all students and not just athletes.

Mr. Patterson said the upgraded facility could be used by physical ed classes, afterschool programming and would be a benefit for overall wellness of faculty and staff. The weight room is currently used by the phys ed department but the number of students who can be in the facility at one time is limited; the hallway is also used for overflow for aerobics activities.

Mrs. Bauer said they do aerobics, such as Zumba, out in the hallways. She would like to have space in the new facility for phys ed classes to use the videos for aerobics classes.

Mr. Patterson said the proposals do include open space for that kind of activity.

Mr. Moriarty asked if there is any likelihood of discovering asbestos or any other unpleasant surprises as walls come out.

Mr. Anderson said about 12 years ago there was a similar project completed near the other room where there is weight training equipment. There were water lines and some abatement had to be done. All thermal lines were removed and replaced and the water lines were abated as well. For the most part there would be low likelihood of asbestos. There are some glazing elements that would have to be tested but it should be pretty simple abatement. Some of the work can be done in-house and materials can be purchased by the district. The conversion of room 301, a home economics room, could be done in-house after the local plumber capped off the water lines. The conversion of the existing weight room inside the boys locker room area would involve removing the current partitions and installing permanent metal stud and sheetrock walls which would make that a room for visiting teams similar to the space on the girls locker room side.

Mr. Moriarty asked if there are sufficient funds in the athletic revolving to allow this expenditure while maintaining an appropriate level of funding for athletic programs.

Mr. Patterson said this would be a tremendous benefit for the students. His biggest concern is that the female population have a comfortable space to work out where they don't feel threatened to enter and get that kind of training.

MOTION: Mrs. Boulais made a motion, seconded by Mr. Moriarty, to approve the request to renovate the space as proposed for a new weight room facility, a team room facility, and renovation of room 301. The motion carried unanimously.

Mr. Alix presented two invoices for Design Partnership, one for services and the final invoice for reimbursement.

MOTION: Mrs. Boulais made a motion, seconded by Mr. Moriarty, to approve the invoices for Design Partnership (invoice #10201 for \$874.95 and invoice #10196 for \$22,230). The motion carried unanimously.

Mr. Alix told members that Mountford is still working on issues as they crop up. Funds are being held in retainage relative to completion of the punch list. Training is ongoing.

Mr. Moriarty noted the number of comments around the controls for the HVAC system. He asked if this is a good system that will work well for the school.

Mr. Anderson said it is a complicated system. The training is ongoing and there will be a need for that to continue. There are a variety of options available for notifications from the system around issues and/or problems. There is quite a learning curve for the system.

Mr. Moriarty said he is concerned that this system has been built appropriately to last for another 50 years and that it can be controlled by reasonably skilled maintenance people without having to call in the experts. The learning curve will continue to happen as new staff is added going forward. This is a complex system and training will be an ongoing problem.

Mr. Weber said there is the ability to monitor the system remotely. The system is also monitored and calls go out if any issues come up.

Brian Harris, Senior Custodian, said the system is complex and staff is learning how to monitor and operate it. He is pleased with the way the screen has been designed.

Mr. Alix explained that financials show that there is \$4.9 million remaining to work with for the summer projects. The latest MSBA reimbursement was sent in December. MSBA will stop reimbursing the district when it reaches 95% of the grant total. A comprehensive audit will be done at the end of the project and the remaining reimbursement will be made after the audit.

A few more doors were added to the door replacement project at a cost of \$27,271.00. Another \$4,001 was expended to purchase kick-plates to protect the new doors. Those will be installed in-house.

The door to the old incinerator room was not replaced because the frame was so twisted from years of the building settling. The cost to replace the frame is \$2,928. Mr. Anderson said it would be good to have a door on that room.

MOTION: Mr. Moriarty made a motion, seconded by Mrs. Boulais, to approve the change order for \$2,928, to replace the door frame for the incinerator room; \$27,271.00 for replacement of additional doors; and \$4,001 for the purchase of kick-plates. The motion carried unanimously.

Mr. Alix said that Tim Murphy has provided drawings and there are estimates for the summer 2011 work. They have met with science staff and nursing staff around renovations as well as members of the athletic and phys ed department. The estimates have come out around the \$3.5 million figure anticipated. The in-house maintenance crew has about another \$150,000 worth of work as well. This construction and all the other items ongoing bring the total project right around the \$4.9 million available. Tim Murphy was originally told that the project would be about \$2.7 and it is now at \$3.5; he is not going to look for additional fees because he designs to scope. This committee needs to agree that the amount for the design will be \$3.5 and not \$2.7.

The work in the girls locker room has expanded so that the space will be compliant and accessible; the staff had input into what really is needed in the girls locker area in terms of showers, accessible showers and changing stations. The number of lockers will be doubled to tripled as well.

Mr. Anderson said a lot of work will be done in that area to make it comparable to the boys locker room area.

Mr. Brunelle was concerned about spending the entire amount of money without notifying City Council.

Mr. Alix said the bidding environment is still favorable. He was thinking about putting in some per unit costs so that additions could be included if pricing would allow because there will not be much time to get change orders through.

Mr. D'Addario said he would not want to slow Tim Murphy down waiting committee approval for change orders.

Mr. Anderson said there are projects that could be added as alternates, such as the band suite renovations, additional security cameras and floor tile, if there are funds available. The original bid came in significantly below what was anticipated. If there are add/alternates included the work could be tailored up or down depending on the bids.

MOTION: Mr. Moriarty made a motion, seconded by Mrs. Boulais, to approve the proposed scope of work for summer 2011 and set as alternates the band suite modifications and additional security cameras. The motion carried unanimously..

Mr. Harris said there are some concerns about summer programs that are run out of the gym and field area.

Mr. Anderson said the gym and playing fields will not be affected.

Mr. Collamore asked what is happening in terms of security lighting for the outside of the building.

Mr. Weber said three lights were replaced on the MacKenzie Field side along with an outside wall-pack. Outside lighting was not within the original scope of the design.

Mr. Alix said there has also been talk about getting someone to cut down brush at the back side of the building to help with security.

Mr. Collamore asked if a letter should be sent to the Mayor requesting that she write to the Diocese about the lot across the street from Lawrence School.

Mr. Moriarty said he has attempted to pursue that matter with the Diocese and he did not get anywhere. He said he would be happy to draft a letter to the Mayor suggesting she begin investigating acquisition of that land.

MOTION: Mrs. Boulais made a motion, seconded by Mr. D’Addario that Mr. Moriarty send a letter to the Mayor suggesting she begin investigating acquisition of the land owned by the Diocese across the street from Lawrence School. The motion carried unanimously.

MOTION: Mr. Moriarty made a motion, seconded by Mr. D’Addario, to adjourn. The motion carried unanimously.

The School Building Advisory Committee meeting of February 9, 2011 adjourned at 11:44 a.m.

TRAVEL REQUESTS REPORT

<u>NAME</u>	<u>POSITION/SCHOOL</u>	<u>NAME OF CONFERENCE</u>	<u>Date/Dates Conference</u>	<u>CONFERENCE LOCATION</u>	<u>TOTAL AMT. REQUESTED</u>	<u>FUNDING SOURCE</u>
Kathleen Scott	Sullivan-Teacher	Math Recovery Training - Course 2	3 days	Out of State	\$959.24	Title II-A grant

City of Holyoke

Travel Authorization, Advance & Expense Voucher

(Over for instructions)

** Mandatory **

Name: Kathleen Scott School: Sullivan Date of Request: 2/14/11

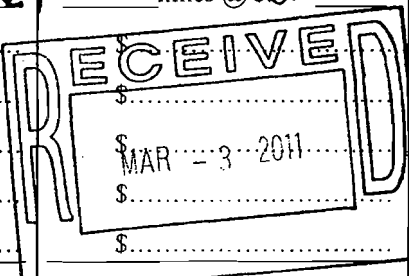
Travel authorized by: [Redacted] Principal/Director Signature
[Redacted] Superintendent of Schools' Signature
[Signature] Mayor's Signature

Destination: Rhode Island Dates of Travel: From 3/27/11 To 3/29/11

In-State { FORMCHECKBOX }
 Out-of-State

Reason for travel: Math Recovery Conference (Course 2)
(Attach copy of Conference Notice)

	Estimated Expenses	Advance Request	Reconciliation Report Actual Expenditures
Transportation and Registration			
Personal Auto	224 miles @ \$.51 = \$114.24	miles @ \$.51	miles @ \$.51
Air Fare	\$	\$	\$
Tolls	\$	\$	\$
Parking	\$	\$	\$
Fuels, etc.	\$	\$	\$
Registration	\$ 495.00	\$	\$
Total Transportation and Registration	\$ 609.24	\$	\$
Meals			
Meals (max. \$50/day)	\$ 150.00	\$	\$
Total Meals	\$ 150.00	\$	\$
Hotels & Phone			
Hotels	\$ 200.00	\$	\$
Telephone	\$	\$	\$
Total Hotels & Phone	\$ 200.00	\$	\$
TOTAL EXPENSES	\$ 959.24	\$	\$



ORIGINAL MUST BE RETURNED FOR REIMBURSEMENT

Request for Travel Expenses Advance
Est. Reimbursable Cost \$ _____
Maximum Allowable % \$ _____ X50%
Allowable Advance \$ _____
Actual Advance **\$ _____

Account # to charge
Net Reimbursement
or Actual Advance or
to credit (Net Return)
[Redacted]

Reimbursement Summary/Advance Reconciliation
Total Expenses-all days \$ _____
Less Advance (if any)* \$ (_____)
(Net Return) or
Net Reimbursement \$ _____

** - If Allowable <\$50, Actual = \$0

I hereby certify, under the pains and penalties of perjury, the attached receipts and expense information are true and in accordance with the City's ordinance regarding travel. These expenses have been paid by me and are solely for me as a City of Holyoke employee or on behalf of City of Holyoke employees in my accompaniment. No expenses listed are for alcoholic beverages, tobacco products, gambling products or events, or other items considered to be of a personal or other unauthorized nature. Credits, if any, for subsequent returns or discounts are properly reflected in this reimbursement request.

K. Scott
Signature of employee seeking authorization, or advance or reimbursement

[Signature] Superintendent of Schools' Signature
[Signature] Mayor's Signature
(Over)

HOLYOKE PUBLIC SCHOOLS
Holyoke, Massachusetts
STUDENT/PARENT CALENDAR FOR SCHOOL YEAR 2011-2012
CALENDARIO ESCOLAR PARA ESTUDIANTES Y PADRES 2011-2012

August 1 day

S	M	T	W	TH	F	S
21	22	23	24	25	26	27
28	29	30	31			

Students = 180 days
 Teachers = 184 days
 Legend:
 _ = Early Release
 X = No School
 □ = Notation

August
 25 & 26 - New Teacher Orientation
 29 - Professional Development
 30 - Teachers Report to School
 31 - Schools Open Grades 1-12

September 21 days

S	M	T	W	TH	F	S
				1	2	3
4	X	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

February 16 days

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	X	X	X	X	X	25
26	27	28	29			

September
 1, 2 & 6 Kindergarten Screening
 5 - Labor Day
 7 - Pre-School/Kindergarten Begins

October 20 days

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	X	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March 22 days

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October
 7 - Early Release - Professional Development
 10 - Columbus Day

November
 4 - Professional Development
 11 - Veterans Day
 17 & 18 - Early Release Pre-K-8/ Parent Conferences
 Conferencias de padres
 23-25 - Thanksgiving Recess

November 17 days

S	M	T	W	TH	F	S
			1	2	3	X
6	7	8	9	10	X	12
13	14	15	16	17	18	19
20	21	22	X	X	X	26
27	28	29	30			

April 15 days

S	M	T	W	TH	F	S
1	2	3	4	5	X	7
8	9	10	11	12	13	14
15	X	X	X	X	X	21
22	23	24	25	26	27	28
29	30					

December
 23-30 Holiday Recess

January
 2 - New Year's Day Observed
 6 - Three Kings Day/Professional Development
 16 - Martin Luther King's Birthday Observed

December 16 days

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	X	24
25	X	X	X	X	X	31

May 22 days

S	M	T	W	TH	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	X	29	30	31		

February
 17 - Early Release Professional Development
 20-24 - Winter Recess

March

April
 6 - Good Friday
 12 & 13 - Early Release Pre-K-8/ Parent Conferences
 Conferencias de padres
 16-20 - Spring Recess

January 19 days

S	M	T	W	TH	F	S
1	X	3	4	5	X	7
8	9	10	11	12	13	14
15	X	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 11 days

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May
 28 - Memorial Day Observed

June
 1 - Dean Graduation
 3 - Holyoke High Graduation
 15 - Last Day of School - Early Release for Students
 22 - Last Day of School (includes 5 snow days) - Early Release for Students

