

CITY OF HOLYOKE
SCHOOL COMMITTEE

SCHOOL COMMITTEE AGENDA

DATE: TUESDAY, SEPTEMBER 6, 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**
 - School Opening
 - Enrollment Update

4. **NEW BUSINESS**
 - a. **Minutes of Meetings**
 - Regular Meeting of August 1, 2011 (pages 1-4)
RECOMMENDATION: That the School Committee vote to approve the minutes.
 - Regular Meeting of August 15, 2011 (pages 5-13)
RECOMMENDATION: That the School Committee vote to approve the minutes.
 - b. **HHS Cross Country Team Travel Request to North Carolina (page 14)**
RECOMMENDATION: That the School Committee vote to approve the Cross Country Team Travel Request to North Carolina.

5. **OLD BUSINESS**
 - a. **Summer School Report (pages 15-18)**
RECOMMENDATION: That the School Committee vote to receive the Summer School Report.
 - b. **District Improvement Plan (to be delivered under separate cover)**

6. **PERSONNEL**

- a. **Appointments** (pages 19-21)
RECOMMENDATION: That the School Committee vote to receive the appointments.
- b. **Resignations** (page 22)
RECOMMENDATION: That the School Committee vote to receive the resignations.

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, AUGUST 1, 2011
TIME: 6:15 PM
DEAN TECHNICAL HIGH SCHOOL

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

ROLL CALL

Present: Mayor Elaine Pluta, William Collamore, Michael Moriarty, Howard Greaney, Gladys Lebron-Martinez (arriving at 6:19 p.m.), Yvonne Garcia, Dennis Birks, Devin Sheehan, Peggy Boulais; excused: Cesar Lopez. Also present: Superintendent of Schools David Dupont.

PLEDGE OF ALLEGIANCE

PUBLIC DISCUSSION

None

COMMUNICATIONS & REPORTS

Student Reports

None

Superintendent's Communications

John Foley – Commonwealth Academy and Enterprise High School

Mr. Foley said he wanted to update the Committee on the launch of Enterprise High School. Students from Project 13 have been actively involved for the past two years and this summer they are preparing for the transition to high school. A summer work experience program was designed to prepare them for high school mathematics and English, as the transition to high school can be difficult. Students participate in academic classes during the early part of the day and move on to a work experience in the afternoon. The class of 2015 will be the first group of Project 13 graduates. He looks to that graduating class to search for dropout prevention impact. The Enterprise High School is the next phase of this project. It is a broad application of the same ideas originally developed in Project 13. The goal of Enterprise High School is competitive employment for students by providing the experience of a summer job. Part of this process will involve the chartering of a federal credit union called Enterprise High School Federal Credit Union. This institution will allow multi faceted opportunities for students, including developing financial literacy skills, learning how to work at various positions in a bank, and providing fiscal opportunities for the students and the program. Students will have savings accounts that will include a serious of incentive-based funds that would be available to them upon graduation. The Commonwealth Academy will be housed on the campus of the former McDuffie School. It will be operated initially as a private school. They are working with the state to have some capacity to accept

public school students with public funds. The cost to attend Commonwealth Academy will be \$42,000 a year. That will be funded by taking 25% of its students from foreign countries and they will pay the full tuition as they would if they attended any other private school. Other students who come from the community will pay what they can afford to pay. There are various enterprise institute programs that students will participate in to raise funds to support the school. There will be a grocery store on the campus; a conference service system will operate on the weekends and during the summer on the campus; there will be a bistro and a bed and breakfast on the campus as well. Students will learn real world skills that help to be able to hold down a job, have a career, and have practical experience to apply to the textbook knowledge they learn in the classroom.

EMO Update

Mr. Dupont informed the committee that the EMO contract has been signed by the district; the EMO has not yet signed as there are still some budget questions being reviewed with the Business Manger, Chris Regan. A meeting will be held Wednesday for the final signing.

NEW BUSINESS

School Building Advisory Committee Minutes

MOTION #1: Mrs. Boulais made a motion, seconded by Mr. Sheehan, to receive the minutes of the School Building Advisory Committee of April 27, 2011 and May 11, 2011. The motion carried unanimously.

Late Filed Order

MOTION #2: Mr. Sheehan made a motion, seconded by Mayor Pluta, to receive the late filed order from the City Council. The motion carried on a roll call vote.

Mr. Collamore explained that the order is asking that the Superintendent, the Mayor and Law Department to talk with the City Council pertaining to the taking of 57 Suffolk Street. The City Council will be meeting next week on their order.

Mr. Greaney asked for a roll call vote.

Roll Call

Mayor Pluta – yes	Mr. Collamore – yes
Mr. Moriarty – yes	Mr. Greaney – no
Mrs. Lebron-Martinez – yes	Mrs. Garcia – yes
Mr. Birks – yes	Mr. Sheehan – yes
Mrs. Boulais - yes	

NESDEC Update

Mr. Dupont said that he thought it prudent, before the committee gets into rezoning, to do an enrollment and facilities study through NESDEC. He has asked NESDEC for a proposal, which he will forward to the committee.

Mr. Moriarty said that the report prepared by NESDEC 10 years ago has been reasonably accurate. That report has been referenced countless times over the last 10 years in rezoning, school building needs, grant funding, etc. This is a useful tool for the district that should be updated.

School Choice K-8

Mr. Sheehan said he has had conversations with both the Superintendent and Doug Arnold about the possibility of K-8 school choice. Holyoke currently only offers school choice at the High School. This might be a good time to explore the possibility of expanding school choice to K-8, especially as part of the rezoning discussions.

MOTION #3: Mr. Sheehan made a motion, seconded by Mr. Moriarty to allow the Superintendent to explore K-8 school choice options and to report back in a timely fashion before the state mandated deadline (for the 2012-2013 school year). The motion carried unanimously.

Mr. Sheehan said there have been requests from teachers who would like to enroll their children in Holyoke but don't have that opportunity until 9th grade.

Mrs. Boulais asked if students in Holyoke would have the option to apply for an out of zone opening in a school other than their zone.

Mr. Dupont said that would be a zoning issue within the district versus school choice. School Choice would not have an effect on the current appeals process.

Mr. Arnold said there have been a number of requests from staff members who live out of district for their children to attend school in Holyoke. This is a common request from staff.

Peck School Principal Paul Hyry said that the Peck School zone will be such a great place that teachers will want to move to the Peck zone and become Holyoke taxpayers. He has received multiple requests from teachers who would like to have their children attend Peck. One of the questions often asked of administrators and teachers in Holyoke is, *Is your school a place where you would like your children to attend?* Holyoke is starting to hear that as a *yes* from its teachers and he would like to make it possible for teachers and others from outside of Holyoke to have their children to attend our schools.

OLD BUSINESS

Budget Update

Ms. Regan asked the Committee to approve, as part of the FY 2012 budget, the \$3.4 million that was carried over and incorporate that into the total budget. The Committee appropriated \$62,879,111, which is the Chapter 70 balance. At the time she should also have asked the Committee to approve the \$3.4 million carryover, making the budget \$66,279,111. The actual budget as allocated does incorporate the funds, which is why she is asking the Committee to approve the total amount.

MOTION #4: Mr. Greaney made a motion, seconded by Mr. Moriarty, to approve the \$3.4 (carryover from FY2011) and to approve the total \$66,279,111 general fund budget (for FY 2012). The motion carried unanimously.

Ms. Regan said this is a housekeeping matter so that the Committee's vote matches what is allocated in the budget. The Committee's budget discussions included the \$3.4 million carryover but the actual vote didn't include that as the total bottom line figure.

McMahon Rezoning Issue

Mr. Dupont said he would like to request one exception in the McMahon rezoning. He would like to allow the current 7th graders, who will be 8th graders, finish their school career at McMahon. This would apply only to this one class for one year. No transportation would be provided. No siblings would be included. There is a total of 8 students.

MOTION #5: Mr. Greaney made a motion, seconded by Mr. Moriarty, to allow the 7th graders (incoming 8th graders) at McMahon to finish out their career at McMahon. The motion carried unanimously.

Mr. Sheehan thanked Mr. Hyry for the outreach to parents and students affected by the zoning change. Many people have talked to him about how good the experience has been and how welcomed and comfortable they have been made to feel at Peck. One parent has inquired as to how to get their child to Peck. Mr. Hyry has done a wonderful job making what could have been a difficult experience for some into a positive one.

PERSONNEL

Appointments

MOTION #6: Mrs. Garcia made a motion, seconded by Mayor Pluta, to receive the appointments. The motion carried unanimously, with Mr. Collamore abstaining.

Retirements

MOTION #7: Mrs. Garcia made a motion, seconded by Mr. Sheehan, to receive the retirements. The motion carried unanimously.

Resignations

MOTION #8: Mrs. Garcia made a motion, seconded by Mr. Sheehan, to receive the resignations. The motion carried unanimously.

ANNOUNCEMENTS

Mr. Sheehan reminded members that Superintendent evaluation forms are due to be returned to Kelly Curran at 57 Suffolk Street by 3 p.m. on August 15th.

MOTION #9: Mayor Pluta made a motion, seconded by Mr. Sheehan, to adjourn. The motion carried unanimously. The Regular Meeting of August 1, 2011 adjourned at 7:20 p.m.

CITY OF HOLYOKE
SCHOOL COMMITTEE

REGULAR MEETING OF THE SCHOOL COMMITTEE
MONDAY, AUGUST 15, 2011
TIME: 6:15 PM
DEAN TECH HIGH SCHOOL

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

ROLL CALL

Present: Mayor Elaine Pluta, William Collamore, Michael Moriarty, Howard Greaney, Gladys Lebron-Martinez, Dennis Birks, Cesar Lopez, Devin Sheehan, Peggy Boulais; absent: Yvonne Garcia. Also present: Superintendent of Schools David Dupont.

PLEDGE OF ALLEGIANCE

PUBLIC DISCUSSION

None

COMMUNICATIONS AND REPORTS

Student Reports

None

Superintendent's Communications

Superintendent Dupont deferred to Mayor Pluta to introduce her guest.

Mayor Pluta introduced the new Chief of Police for the City of Holyoke, James M. Neiswanger.

Chief Neiswanger said the schools have a couple of high quality School Resource Officers working in the schools and he is anxious to get to in a cooperative environment for the future of the City of Holyoke. Perhaps at some point there could be discussions about expanding the SRO program.

The Committee and Superintendent welcomed Chief Neiswanger.

Comcast Initiative

Mr. Dupont said this item would be taken up later in the meeting as Steve Fitzgibbons was not yet present.

NEW BUSINESS

Minutes of Meetings

Regular Meeting of June 6, 2011

MOTION #1: Mr. Sheehan made a motion, seconded by Mr. Greaney, to approve the minutes of the Regular Meeting of June 6, 2011. The motion carried unanimously.

Public Hearing on FY 12 School Department Budget of June 20, 2011

MOTION #2: Mr. Sheehan made a motion, seconded by Mr. Lopez, to approve the minutes of the Public Hearing on the FY 12 School Department Budget of June 20, 2011. The motion carried unanimously.

Regular Meeting of June 20, 2011

MOTION #3: Mr. Sheehan made a motion, seconded by Mr. Lopez, to approve the minutes of the Regular Meeting of June 20, 2011, with a minor correction: changing 84% to 85% in line four of motion #6, to be consistent with the goal as stated. The motion carried unanimously.

Special Meeting of July 13, 2011

MOTION #4: Mr. Sheehan made a motion, seconded by Mr. Greaney, to approve the minutes of the Special Meeting of July 13, 2011. The motion carried unanimously.

Reports of CommitteesFinance Subcommittee of June 22, 2011

MOTION #5: Mr. Greaney made a motion, seconded by Mr. Lopez, to approve the subcommittee's recommendation and increase the lunch prices to be in line with the RFP (\$2.25 for elementary and \$2.50 for high school). The motion carried unanimously.

Mayor Pluta said that she invited Treasurer Jon Lumbra to speak on this issue. He is working on a new way to help students pay for their meals. This was discussed with the Superintendent and Vice Chair and they agreed to allow Mr. Lumbra to speak on this issue.

Jon Lumbra, City Treasurer, told the committee that his office is looking at ways of more effective cash flow and to reduce the burden on the Treasury for checks that bounce and things of that nature. The two biggest offenders in those areas are the Waste Water Treatment Plant and the School Lunch Program. The City can charge \$25 fee a check that is not paid out, but part of the goal of improving cash flow is to look at how to handle case and other transactions. Some other local school districts use the student ID's as a debit system where parents can load funds into an account up front if they so choose. The ID's are restricted so they can only be used in the cafeteria, and not in vending machines or for student activity accounts. The ID's for individuals on the free lunch program could be programmed to swipe as well which would increase efficiency. He has met with Lenny Gibbons and they will be meeting with a vendor in early September. They have considered rolling this system out at the high school as a pilot to see how it would work. Any costs associated with start up and software would be borne by the Treasurer's office. The cost would be offset by reducing the manpower, hours and expenses chasing funds. Holyoke would partner with PeoplesBank so parents could monitor use of the cards and funds.

The bank also has a relationship with the recommended POS vendor. Parents would be able to see exactly what their children are purchasing.

Mr. Sheehan asked if there is a fee per transaction, similar to what vendors pay when customers use debit cards in stores.

Mr. Lumbra said because it is a government agency, there is a flat fee that is paid by the consumer if they choose to use the system. The City would still have to allow cash transactions.

Mr. Moriarty pointed out that this increase is being mandated by the executive branch of the federal government. This is not being done at the local level because the School Committee wants to do it. There are not options.

MOTION #5: Mr. Moriarty made a motion, seconded by Mr. Lopez, to refer to Finance the proposal by Treasurer Lumbra that a point of sales credit (debit) card system be adopted. The motion carried unanimously.

MOTION #6: Mr. Greaney made a motion, seconded by Mrs. Boulais, to approve the Finance subcommittee's recommendation and eliminate charging (of school lunches) at the high school level (policy/procedures attached). The motion carried unanimously.

Mr. Moriarty noted that the minutes included a three page document described as a policy. The motion did not adopt that policy document.

MOTION #7: Mr. Moriarty made a motion, seconded by Mr. Greaney, to adopt the policy on Charging Student Meals, the Charge Meal Process Policy, and the informational sheet describing changes coming to the Holyoke Schools Food Services. The motion carried unanimously.

MOTION #8: Mr. Lopez made a motion, seconded by Mr. Greaney, to approve the subcommittee's recommendation to purchase the technology (NutriKids point of sales system) and implement it at all schools as soon as possible. The motion carried unanimously.

Mr. Sheehan asked how much the technology would cost.

Mr. Gibbons said the software and licenses are \$18,000; investment funds from Sodexo will be used to pay for this.

Mr. Moriarty said the school food services program needs to be tracked much more closely. He requested that the Committee get a monthly update on how the program is being implemented at each school, highlighting any difficulties.

MOTION #9: Mrs. Boulais made a motion, seconded by Mayor Pluta, to approve the subcommittee's recommendation to allow students at the K-8 level to charge (up to) 10 lunches prior to receiving the alternative meal (policy/procedures attached). The motion carried unanimously.

Mr. Moriarty said he has resisted these procedures for years. A young child, who is not the blameworthy person for not paying, could be humiliated. However, the schools lost the value of more than two personnel members last year on unpaid meals. There have been serious failures in

communication within the district. As part of the regular reports, Committee members will see the communication that is going out to families. All communications should be forwarded to the Committee. Families must need clear information prior to the first day of school. He wants to be sure that staff work to make sure this does not happen to any child.

Mr. Gibbons said other districts are in the same predicament and they are providing the alternative meals. These moves are going in the right direction and communication is key. Sodexo has offered to raffle and iPad to each of the high schools and \$100 Target gift certificates for each of the elementary schools as incentives to return free and reduced lunch applications. Those are positive steps that should help.

Mr. Sheehan asked that an application be sent each time a parent receives notification about charges. He also suggested that the application be put on the web site. He also suggested that the applications be supplied to agencies such as Career Point and the Unemployment Offices and ask that they be given out to people who have had changes in employment.

Mr. Dupont said he would follow up on that.

Mr. Moriarty said this is a good place for principals to get involved. If they see someone falling behind it would be a good opportunity to call the home to ask if the family is aware of the opportunity for free/reduced lunch. Reaching out to the home has so many good opportunities for the home/school involvement. He wants to be sure the process around alternative meals do not in any way cause a young child discomfort. He implored that each and every school look at the process from the vantage point of a young child.

Mr. Moriarty said principals will look at how this is done to address the concerns.

MOTION #9: Mayor Pluta made a motion, seconded by Mr. Lopez, to approve the subcommittee's recommendation and allow the Cit Procurement Officer to move forward with O'Connell for 57 Suffolk Street to negotiate a one year contract. The motion carried 7-2-1, with Mr. Greaney and Mr. Moriarty voting no; Mrs. Garcia was absent.

Mr. Greaney said he would have to vote no on this motion because if the City has City-owned property that could be used for governmental offices it should be used.

Mr. Birks said the Committee received a communication from City Council indicating the City was considering purchasing that building.

Mayor Pluta said that is a consideration but there is nothing definite.

Mr. Dupont said he attended the meeting of the Finance Subcommittee of the City Council, along with Devin Sheehan and Lenny Gibbons. There was discussion around the order introduced by Councilor Jourdain about the possible purchase or taking of 57 Suffolk Street. There was discussion about the long term payment of rent and the potential for additional tenants at Suffolk Street. He and Mr. Sheehan expressed concerns about the condition of the building and asked about liability issues and other questions about tenants. There was a request to bring the order to the School Committee and, if the Committee agreed, to direct administration to look into the feasibility of this.

Mr. Sheehan said he told the Finance committee that the School Committee does not have funds to do a feasibility study so they would have to provide money to move forward. Concerns around becoming landlords were discussed. He said having a lease for a year would give time to discuss this further. Without a lease, the offices could be asked to vacate with very short notice.

Mr. Birks agreed that a one year lease would be appropriate. Feasibility studies have been done on a number of buildings already and Suffolk Street was one. There have been good buildings that could have been used that were given up. He noted that the funds for rent come from City funds and not the School Department budget. If the building were purchased it would belong to the City. He asked if there were tenants, would they be tenants of the City.

Mr. Dupont said he will get copies of the feasibility studies that have been done in the past few years. The City Council seems to be looking to find out if it is feasible for Suffolk Street to work for the long term.

Mr. Moriarty expressed concern about the School Department taking on any tenants.

Dean School Training Program Proposal

MOTION #10: Mr. Birks made a motion, seconded by Mrs. Lebron-Martinez, to approve the Training Program Proposal (Holyoke Gas & Electric). The motion carried unanimously.

Mr. Dupont said he is pleased that Dean will be used for this training program after hours and hopes this program is expanded.

Travel Requests

MOTION #11: Mr. Greaney made a motion, seconded by Mr. Sheehan, to approve the travel requests. The motion carried unanimously.

OLD BUSINESS

Central Supply Facility

Mayor Pluta asked if there is a recommendation from subcommittee on the facility.

Mr. Dupont said the subcommittee referred the matter back to the full Committee without a formal recommendation.

Mr. Sheehan asked if full ownership of the building was included in the budget for the year. He also asked if independent evaluations had been done on the building, as was requested.

Mr. Dupont said full ownership was not included. Kathy Anderson is present to talk about evaluations of the building.

Mrs. Anderson said that the (HEDIC) bought the building the Board of Health, Building Department and Fire Department evaluated the building. There have been elevator inspections, termite inspections, a structural inspection, a phase one environmental inspection that indicates no evidence of release or

potential release of oils and hazardous materials to the environment were identified at the site. The structural analysis was done by the previous owner and she said she had a copy of that report. That report says that the floor and load capacity is far in excess of the School Department's requirements. The School Department's ongoing compliance with federal asbestos regulations required a full inspection of the entire facility and no infractions were found. It was an active, functioning business and there were previous upgrades to the loading dock, windows, HVAC throughout, and normal and routine maintenance in all other areas; the building is in very good condition.

In response from a question by Mayor Pluta about the utilities costs, Mrs. Anderson said that the cost of utilities paid by the School Department is about half as much as the cost for what was paid at the Magnet Middle School site. That cost is with tenants at Main Street; when the tenants go the costs will drop. When the building was purchased tenants were informed that their space would be temporary; they are tenants at will. It is HEDIC's job to find business relocation space.

Mayor Pluta asked if the cost for utilities at the building are in the budget.

Mr. Dupont said utility costs are in the budget.

Mr. Sheehan said that other facilities have been looked at and it has been stated that they would not be suitable for central supply needs. His concern was that this building could be sold if the School Department doesn't express interest in taking the space. He asked if the City Council could require that the tenants remain in the building.

Mr. Gibbons said they would have to give control to the schools.

Mr. Moriarty said there would be increased costs if this is declared a school facility. He said he thought increased funds were budgeted for the potential takeover of Main Street.

Mr. Dupont said he would have to look into that; he was not sure additional funds were budgeted.

Mr. Moriarty asked if HEDIC could offer the School Department a 10 year lease with a couple of 5 year options.

Mrs. Anderson said the HEDIC does have interest in the building. There is a purchase and sales agreement on the lot behind the building. She does not know whether the HEDIC board would consider a lease.

Mr. Dupont said he would not want to lose the building; it works well for the department's needs. There are a number of district employees who are spread out at the schools that he could possibly move to some of the offices in the building as well. He is in favor of the schools taking over the building, in general.

Mr. Sheehan asked if it would be the Superintendent's intention to use the entire building without tenants. Mr. Dupont indicated that would be his intent.

Mr. Moriarty said he would like to see a plan articulating exactly what the building will be used for, to include a financial projection of costs and savings to the City in terms of space currently being rented on

Suffolk Street that could be reduced, and he would like to look at the facility itself as some of the reports referenced at 5-6 years old.

Mr. Greaney said this would be a city owned building. Perhaps agreement could be reached with the City Council in terms of payment of expenses for the building so the School Committee can spend its dollars on providing education for students.

MOTION #12: Mrs. Boulais made a motion, seconded by Mayor Pluta, to request that the City Council acquire the property on Main Street from HEDIC (warehouse facility). The motion carried 6-3-1 on a roll call vote.

Mrs. Anderson said HEDIC would work with the School Department as to what they would like to see with the building. They would then go to the City Council asking them to accept the donation of the building from HEDIC. HEDIC would work with the School Department to move the tenants out in a timely fashion if that is what the Committee wants.

Roll Call

Mayor Pluta – yes	Mr. Collamore – yes
Mr. Moriarty – no	Mr. Greaney – no
Mrs. Lebron-Martinez – yes	Mr. Birks – yes
Mr. Lopez – yes	Mr. Sheehan – no
Mrs. Boulais – yes	

MOTION #13: Mr. Moriarty made a motion, seconded by Mr. Sheehan, that administration present a proposal for the use of and cost estimate for the property as soon as possible. (Main Street warehouse facility). The motion carried unanimously.

City Council Order re: School Department Headquarters

MOTION: Mr. Moriarty made a motion, seconded by Mr. Greaney, to receive the City Council Order re: School Department Headquarters.

Mr. Sheehan reminded the Committee that this order was discussed. There was a request that the Committee look at a feasibility study of 57 Suffolk Street and the potential for the City acquiring that property.

Mr. Moriarty withdrew the motion.

MOTION #14: Mr. Sheehan made a motion, seconded by Mayor Pluta, to send the issue of 57 Suffolk Street to Operations for a possible feasibility study. The motion carried 7-2-1, with Mr. Moriarty and Mr. Greaney voting no; Mrs. Garcia was absent.

Mr. Birks said a feasibility study was done not too long ago and costs should not have to be incurred to do another study.

Mr. Dupont said a study was done in 2009. There might not be a need to spend money but he wants to discuss where the committee wants to go with this.

NESDEC Study Proposal

Mr. Dupont said he would like support to pursue the NESDEC study as this will be essential for rezoning plans. There are funds in indirect costs to cover the study.

MOTION #15: Mr. Greaney made a motion, seconded by Mr. Sheehan, to approve the NESDEC Study Proposal. The motion carried unanimously.

Superintendent's Communications**Comcast Initiative**

Steve Fitzgibbons, Manager of Government Affairs for Comcast, told the Committee that Comcast would like to be able to notify parents through the schools about a program called Internet Essentials. This is a broadband adoption program that has come about as a result of Comcast's purchase of NBC/Universal and working with the FCC to bridge the digital divide in this country. Low income people do not have broadband in their homes for a variety of reasons, one being cost. Over the next three years there will be an enrollment period for households that have at least one person in the family that qualifies for the national school lunch program. This program will bring broadband into that home for \$9.95 per month and that price will not go up or include any other fees and will be available to that home while the student is in school. The family would also be able to purchase a netbook computer for \$150.00. Comcast is asking school districts across the country to spread the word about this program. School Departments are being asked to include the brochures into back to school information for students and families. They are also working with other groups such as the Boys & Girls Club and the United Way to spread the word. Eligibility is verified through a third party process.

Mr. Dupont said he supported the distribution of flyers and there would be no cost to the School District for the distribution.

MOTION #15: Mr. Sheehan made a motion, seconded by Mayor Pluta, to distribute the Spread the Word flyers from Comcast within the schools this academic year. The motion carried unanimously.

Other/Superintendent Evaluation

Mr. Sheehan said this is the final day for members to submit evaluations. He has received 8 of the 10 evaluations. He asked if the Committee wants to accept the 2 that were not turned in by the deadline. He also asked if the superintendent's evaluation would be discussed at a regular meeting or at a special meeting.

MOTION #16: Mr. Greaney made a motion, seconded by Mr. Moriarty, to extend the deadline 48 hours for the delinquent members to submit their completed evaluations. The motion carried unanimously.

Mr. Moriarty suggested leaving the matter of regular versus special meeting to the Vice Chair as he reviews agendas with the Superintendent.

Mr. Sheehan said he would complete a numerical compilation of each of the category areas with all evaluations attached to the compilation. From input he has received from other boards, the process can run smoothly. He cautioned that members had all included comments in writing on the evaluations. In

places where the process has not gone smoothly is where members have come to the meeting with additional documents not included in their evaluations. Any documents brought into the evaluation meeting would be included in the record and in the superintendent's record. Financial implications are a term of bargaining and that can be discussed in executive session.

MOTION #17: Mr. Moriarty made a motion, seconded by Mr. Greaney, to leave it up to the Vice chair to make a determination as to whether the superintendent's evaluation will be discussed in a special or regular meeting. The motion carried unanimously.

Mr. Sheehan said the evaluation could probably be done at a meeting without a lengthy agenda in late September or early October.

PERSONNEL

Appointments

MOTION #18: Mr. Sheehan made a motion, seconded by Mr. Lopez, to receive the appointments. The motion carried unanimously.

Retirements

MOTION #19: Mrs. Boulais made a motion, seconded by Mr. Moriarty, to receive the retirements. The motion carried unanimously.

Resignations

MOTION #20: Mr. Greaney made a motion, seconded by Mr. Moriarty, to receive the resignations. The motion carried unanimously.

ANNOUNCEMENTS

Mr. Dupont told members that on August 25th, at 10:00 a.m. at the Pinknelly Center the district will kick off the Literacy Initiative. Commissioner Killens from the Early Childhood Department will be present. This is an important event for the school district.

MOTION #21: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to adjourn. The motion carried unanimously.

The Regular Meeting of August 15, 2011 adjourned at 8:04 p.m.

Dupont, David L.

From: Patterson, Aaron
Sent: Wednesday, August 24, 2011 12:50 PM
To: Dupont, David L.
Cc: Lafond, Elizabeth; davereinhardt99@gmail.com
Subject: GREAT NEWS! Cross Country To North Carolina

Mr. Dupont,

Great News!

The Boys Cross Country team is looking to go to North Carolina again this year for one of the most prestigious cross country races in the country. Even better news, our coach Dave Reinhart's long time friend Tom Raynor, the President and CEO of Fleet Feet a major company in the sporting goods industry, has indicated that he would fund the flights and hotels for the trip. Last time the team went to this race (2 years ago) the team raised over \$4,000.00 to attend. In a conversation Dave and Tom were having this summer Tom asked when the team would be attending the North Carolina race again, because when we attended the last time Tom Raynor visited Dave and the team at the race because he lives in that area. Dave told Tom he was not planning on attending that race this year, but possibly in the future. Tom Raynor replied by saying he would like to see the team have the chance to attend again and that he would like to fund the flights and hotels for the trip if the team wanted to go. Amazing!

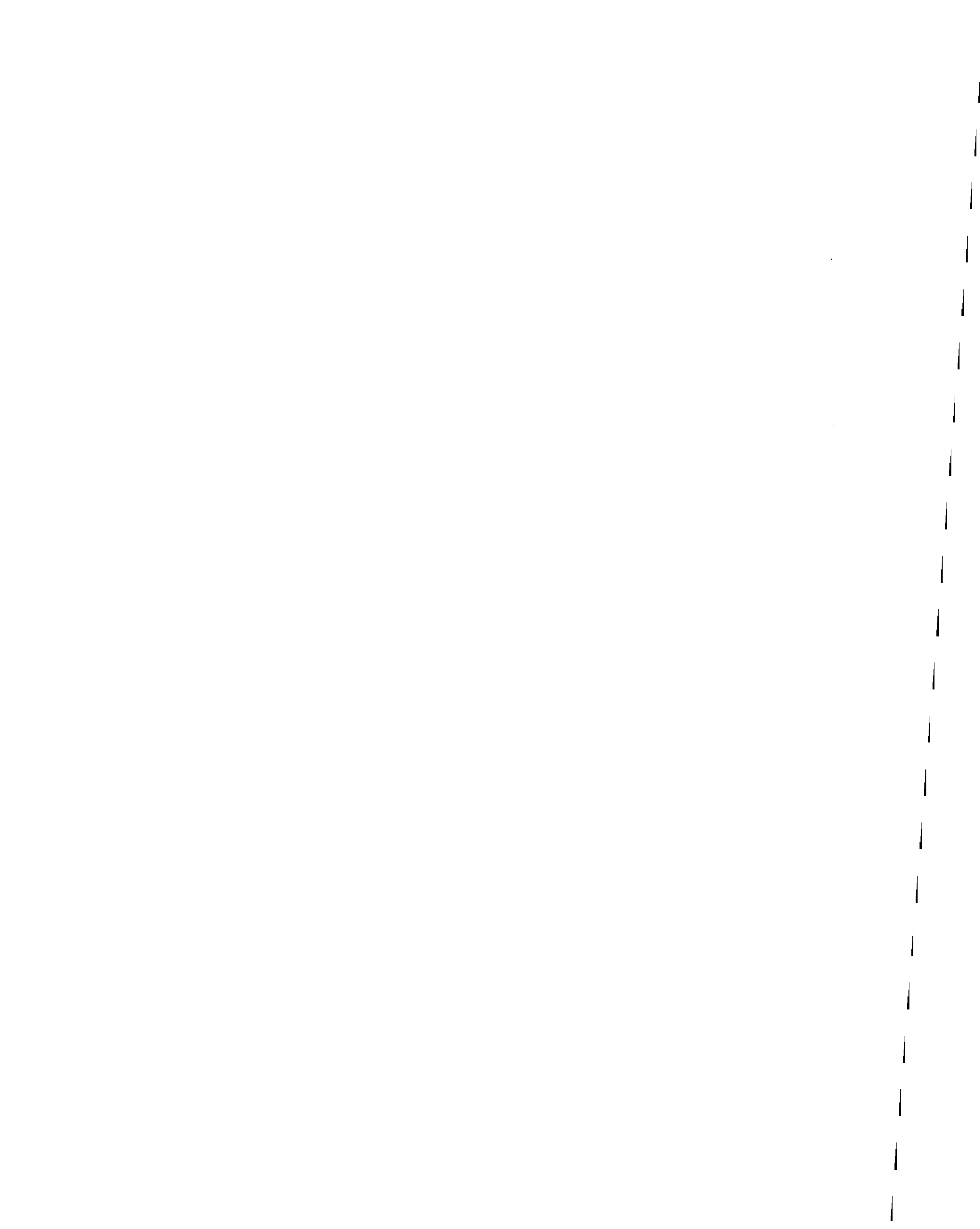
This is a great opportunity for our runners to get an opportunity to attend such a prestigious event and have the chance to run against the best in the country while meeting athletes and experiencing a different area in the country.

I know we will have to get School Committee approval for the trip and donation. It should be a quick item so hopefully we can get it on the agenda at an upcoming meeting.

The race is scheduled for mid October and our entry is due in mid September.

Thanks Mr. Dupont!

Aaron Patterson
Director of Athletics
Holyoke Public Schools
500 Beech Street
Holyoke, MA 01040
413-493-1683 Office
apatterson@hps.holyoke.ma.us



Holyoke High School Summer School 2011

Report to the Superintendent

Holyoke Public Schools

August 5, 2011

Carrie Auffrey, Director

The 48th session of the Holyoke High School Summer School program was once again located at Dean Technical High School, due to construction at Holyoke High School. The program began on Tuesday, July 5, 2011 and ended on Thursday, August 4, 2011. There were two (2) sessions of classes available to students and twenty one (21) different courses were offered for credit. This year, the student population solely consisted of Holyoke residents, paying \$150 per course. The program had sixty one (61) initial registrants, fifty six (56) of which remained active throughout the entire program. The active students took a total of sixty (60) courses; fifty eight (58) of these courses were passed successfully. Tuition fees generated \$9,150 for the city of Holyoke. Most importantly, six (6) Holyoke High School senior students, as well as three (3) Dean Technical High School senior students, were able to fulfill their graduation requirements through this program and graduate high school with their High School Diplomas or Certificates of Attainment. A graduation ceremony was held on August 4, 2011 in which eight (8) of the nine (9) students participated. Two (2) additional Holyoke High School students also participated in the ceremony, having completed their graduation requirements through other programs such as Credit Recovery and Gateway to College.

Structure:

Each session had two and a half (2.5) hours of class time per day, and totaled fifty (50) hours of instructional time per course. Session I ran from 7:30 a.m. until 10:10 a.m., while session II ran from 10:20 a.m. until 1:00 p.m. Each session contained a ten (10) minute break mid-session. Students were assigned a minimum of one (1) hour of homework per night, bringing the total educational time to a minimum of seventy (70) hours per course.

Courses:

Twenty one (21) different courses were offered to registered students for credit or to audit. Each student had the opportunity to take up to two (2) courses. The course offerings for high school registrants were English (I, II, III and IV), Biology (I and II), Chemistry (I and II), U.S. History (I and II), World History (I and II), Geometry, Algebra/Geometry Prep, Algebra (I and II), Consumer Math and Spanish (I, II, III and IV).

Enrollment:

There were initially sixty one (61) students registered for the Holyoke High School Summer School program, all of which were Holyoke residents attending either Dean Technical High School or Holyoke High School. Fifty eight (58) of the initial registrants remained active beyond the refund deadline (see "Withdrawals" for an explanation of the three (3) students that became inactive). Four (4) students took two (2) courses each. All other registered students took one course for credit in this program.

Attendance:

All students were expected to be present at least ninety percent (90%) of the class time throughout the Summer School session. As Summer School is twenty (20) days in length, students were allowed to be out of class for the equivalent of two (2) days, or five (5) hours, and still receive credit for their course(s). Students were given verbal notice of any absence(s) on record. Phone calls were made to the student's parent/guardian in English or Spanish as soon as a student missed a class. Notice given at the time two (2) absences had occurred clearly indicated that the student would fail to receive credit for the course(s) if *any* additional class time was missed. Unfortunately, two (2) students were in severe violation of this policy this year and were unable to receive credit for their courses.

Withdrawals:

Of the sixty one (61) initial registrants, three (3) became inactive prior to the refund deadline. All three of these students were not able to be accommodated in this program due to a lack of registration for the courses they needed; a refund was given and they were enrolled in a credit recovery opportunity at Holyoke High School. Two (2) additional students were denied credit because of a severe attendance violation; a refund was not given to these students because the violation occurred long after the refund deadline expired.

Revenue:

At the close of Summer School 2011, \$9,150 was due to be collected by way of tuition fees. (\$150.00 was outstanding at the close of the program, and that student's grade will be withheld until payment is made.) This amount came from sixty one (61) courses taken at the resident price of \$150. One Dean student was allowed to take a class at no charge, per order of Mr. John Cavanaugh.

This year sixteen (16) Holyoke High School students were sponsored by the GEAR-UP program, which paid \$2,400 for these students. All other students paid their tuition costs in cash or by bank check or money order.

Seniors:

The Holyoke High School Summer School Program provided an opportunity for nine (9) Holyoke seniors to gain missing credits and fulfill their graduation requirements. A graduation ceremony was held in the Dean Technical High School Cafetorium at 9:30 a.m. on Thursday, August 4 during which these students received their High School Diplomas or Certificates of Attainment. Two (2) additional Holyoke High School students also participated in the ceremony, having completed their graduation requirements in other programs (Credit Recovery and Gateway to College).

Recommendations for Next Summer:

I would like to suggest that the School Committee instill a *late registration fee* for the Holyoke High School Summer School Program. This fee would be applied to any student registering after the outlined registration days (it would be applied to any student registering during the first two days of the Summer School session itself). This is common practice in all other districts that I have information from, with fees ranging from \$10 to \$25. I would suggest a late registration fee of \$10 per student.

I would also suggest changing how the cost of the course(s) is determined. Currently, tuition prices are based on residency in Holyoke. I would like to suggest changing the tuition criterion to whether or not the student attends Holyoke Public Schools. Those students that attend Holyoke Public Schools pay the \$150 price, while those attending schools in other districts, *including* Holyoke residents attending parochial schools or schools of choice, pay the \$200 price. Under the "**Tuition**" heading on the registration form, I would suggest changing "Resident" versus "Non-Resident" to "HPS Student" versus "Non-HPS Student."

I would also like to take this opportunity to suggest that the Holyoke High School Summer School Program offer Physical Education next year. I think this course offering would draw many more students to the program and would enable those students to gain between 2.5 and 5 Physical Education credits, depending on how many PE courses he/she registered for.

Summer Payroll & Expenses

Carrie Auffrey

S008 HHS	7/14/2011	\$	8,466.73
Payroll	7/28/2011	\$	12,176.67
Only	8/11/2011	\$	9,657.95
	8/25/2011	\$	726.72
Total Payroll		\$	31,028.07
Tuition Rec'd 8/24/11		\$	9,150.00
Net Cost		\$	21,878.07

No other known expenses.

Holyoke Public Schools
MEMORANDUM

TO: Mr. David L. Dupont, Superintendent of Schools

FROM: David A. Lawrence, Director of Human Resources

DATE: September 6, 2011

RE: New Appointments

NAME SCHOOL ASSIGNMENT DATE OF HIRE

Administration

Lori McKenna	Dean	Assistant Principal	August 30, 2011
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Teachers

Adair Rivest	Morgan	Kindergarten Teacher	August 25, 2011
Allison Long	HHS	Severe Special Needs Teacher	August 25, 2011
Amanda Doyle	Sullivan	Special Education Teacher	August 25, 2011
Ann Scagel	Morgan	Kindergarten Teacher	August 25, 2011
Agustin Morales	Donahue	Read 180/System 44	August 25, 2011
Becky Laliberte	Morgan	Grade 3 Elementary Teacher	August 25, 2011
Brendan Pursel	Dean	Carpentry Instructor	August 25, 2011
Bryan Barsalou	Kelly	ELA Teacher	August 25, 2011
Daniel Rose	White	Music Teacher	August 25, 2011
Dori Gaulin	CFE	Math Teacher	August 25, 2011
Elizabeth Plante	Donahue	SPED RISE Teacher	August 25, 2011
Esther Narvaez	CFE	ESL Teacher	August 29, 2011
Gregory Sager	Kelly	Science Teacher	August 25, 2011
Joed Graf	Dean	Computer/Networking Instructor	August 25, 2011
Jon Gaines	McMahon	Grade 6 ELA Teacher	August 25, 2011
Julie Goff	HHS	English Teacher	August 25, 2011
Kari Courchesne	Sullivan	Math Teacher	August 25, 2011
Kelly O'Brien	CFE	Special Education Teacher	August 25, 2011
Kristin Szpakowski	Metcalf	Preschool Autism Teacher	August 25, 2011
Kristina Jazab	CFE	Special Education Teacher	August 25, 2011
Loran Buckley	Sullivan	Grade 3 Elementary Teacher	August 25, 2011
Maria Reyes	CFE	Guidance Counselor	August 25, 2011
Martin Fullwood	Dean	Culinary Arts Vocational Instructor	August 25, 2011
Maureen Callahan	Kelly	Grade 4 Math Teacher	August 25, 2011
Nancy Keefe	Kelly	Special Education Teacher	August 25, 2011
Otis Rogers	CFE	Music Teacher	August 25, 2011
Peter Rego	Kelly	Math /Study Skill Teacher	August 25, 2011
Ryan Bowler	Dean	Latency SPED Teacher	August 25, 2011
Ryan O'Connor	HHS	Business and Technology Teacher	August 25, 2011
Sarah Alwon	Dean	SPED Inclusion – English Teacher	August 25, 2011
Sarah Greaney	Donahue	Grade 2 Elementary Teacher	August 25, 2011

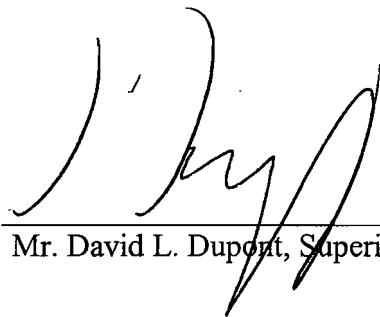
Paraprofessional

Brianne Bissell	Kelly	Special Education Paraprofessional	August 29, 2011
Dezmin Perez	CFE	Special Education Paraprofessional	August 29, 2011
Elaine Phelps	Peck	SPED Autism Paraprofessional	August 29, 2011
June Lavelle	McMahon	Special Education Paraprofessional	August 29, 2011
Nadine Skwira	McMahon	Special Education Paraprofessional	August 29, 2011

Non-Union

Aaron Wiebe	Peck	Intensive Behavior Support Coordinator	August 26, 2011
Susana Morales	Peck	Kindergarten Readiness Coordinator	August 29, 2011

I approve and accept:



Mr. David L. Dupont, Superintendent of Schools

Holyoke Public Schools
MEMORANDUM

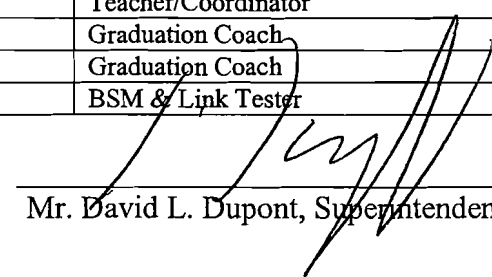
TO: Mr. David L. Dupont, Superintendent of Schools

FROM: David A. Lawrence, Director of Human Resources

DATE: September 6, 2011

RE: Extended Time Programs

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>PROGRAM</u>
Ann Marie Lebeau	BSM & Link Tester	ELE Department
Celia Zuraw	BSM & Link Tester	ELE Department
Christine Brown	BSM & Link Tester	ELE Department
Esther Sanchez	BSM & Link Tester	ELE Department
Lucille Mercier	BSM & Link Tester	ELE Department
Mary Santiago	BSM & Link Tester	ELE Department
Sharon Martin	BSM & Link Tester	ELE Department
April Duguay	Graduation Coach	HHS
Marisol Rivera	Graduation Coach	HHS
Elizabeth Flores	Graduation Coach	Dean
Kathryn Stead	Graduation Coach	HHS
Kenneth Lombardini	Graduation Coach	Dean
Kevin Bechard	Graduation Coach	HHS
Kimberly Perry	Graduation Coach	HHS
Lori McKenna	Graduation Coach	Dean
Lynn Bechard	Graduation Coach	HHS
Maria Faria	Graduation Coach	Dean
Michael Dutton	Graduation Coach	Dean
Nicole Horton	Graduation Coach	HHS
Pamela Nadeau	Graduation Coach	HHS
Shaylyn Fitzell	Graduation Coach	HHS
Sheila Pronovost	Graduation Coach	HHS
Stephanie Murchison-Brown	Graduation Coach	Dean
Teresa Beaulieu	Graduation Coach	Dean
Zaida Cruz	Graduation Coach	HHS
Francine Peterson	Paraprofessional	Family Literacy Summer Program
Kevin Bechard	Teacher	Plato/Credit Recovery Program
Marie Mew	Teacher	Plato/Credit Recovery Program
Marisol Rivera	Teacher	Plato/Credit Recovery Program
Robert Frye	Teacher	Plato/Credit Recovery Program
Sheila Pronovost	Teacher	Plato/Credit Recovery Program
Lorenda Lewis-Carmen	Teacher/Coordinator	Plato/Credit Recovery Program
Tracey Caterine	Graduation Coach	Dean
Pamela Pelletier	Graduation Coach	Dean
Maridia Hobert	BSM & Link Tester	ELE Department

I approve and accept:  _____
Mr. David L. Dupont, Superintendent of Schools

Holyoke Public Schools
MEMORANDUM

TO: Mr. David L. Dupont, Superintendent of Schools

FROM: David A. Lawrence, Director of Human Resources

DATE: September 6, 2011

RE: Resignations

NAME SCHOOL ASSIGNMENT DATE OF HIRE DATE OF RESIGNATION

Paraprofessional

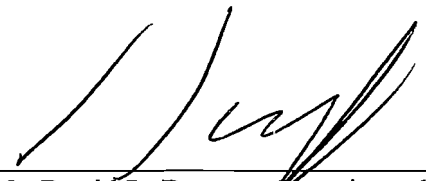
Alethia Stratos	McMahon	Special Education Paraprofessional	March 30, 2011	August 11, 2011
Vanessa Planzo	Donahue	Special Education Paraprofessional	December 13, 2010	August 30, 2011

Teacher

Andrea Siragusa	Donahue	Special Education Teacher	September 1, 1985	August 17, 2011
Eileen Driscoll	Sullivan	Grade 4 Teacher	September 31, 1998	August 24, 2011
Nicole Graziano	Peck	Special Education Teacher	August 31, 2009	August 23, 2011

Non-Union

Erin LaBreck	System wide	Certified Occupational Therapist Assistant	January 3, 2011	August 11, 2011
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I approve and accept: 

 Mr. David L. Dupont, Superintendent of Schools