

HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
August 21, 2023

Zoom Meeting: 9:00 AM – Regular Meeting (Full Recording: [Click Here](#))

*Hadley Public Schools – We are guided by the mission to provide a safe and supportive environment that fosters cooperation, critical thinking, creativity, and integrity; and educating students to contribute positively to a global society.*

Present: H. Fasihuddin, C. Pipczynski, P. Phifer, A. McKenzie, T. Brugger,

Student Representative: N/A

Absent: E. Percy

Guests: Chris Desjardins, Business Office Manager, A. Camuso, HA Principal, J. Down, HES Principal,  
From EVERSOURCE: Matthew McTigue/Ryan Willingham, F. Boucher, D. Rex, C. Kokoska, S. Boswell,  
S. Ross (Undaunted K-12)

Hadley Media (recording meeting); F. Boucher

**1. Call to Order: (8:30am)**

**Motion:** Brugger                      **Second:** Phifer                      **Vote:** 3-0-0

**Chris Pipczynski arrived.**

**2. Adjustments to the Agenda**

No adjustments to the agenda.

**3. Public Comment** – Chair Fasihuddin asked for any public comment. She noted that no raised hands were observed requesting to make a statement or comment.

**4. Presentations/Discussion Items**

a) Approval of 2023-24 Handbooks - HA and HES (McKenzie)

i. [HA Handbook; Summary of Changes](#)

ii. [HES Handbook; Summary of Changes](#)

Superintendent McKenzie stated that the principals of each school were available to take any questions regarding changes to the HA and HES Handbooks. There were no questions to the summary of changes to the handbooks.

**ACTION: Approve the Hopkins Academy Handbook, as presented:**

**Motion:** Brugger                      **Seconded:** Phifer                      **Vote:** 4-0-0

**ACTION: Approve the Hadley Elementary School Handbook, as presented:**

**Motion:** Brugger                      **Seconded:** Phifer                      **Vote:** 4-0-0

b) Co-hosting [Exchange Students from Spain](#) with Smith Academy

A. McKenzie explained that this is an opportunity for Hopkins Academy families to work with Smith Academy in hosting students from Spain as a host family. The linked materials explain the program. The sponsoring organization coordinates insurance and all communications.

**ACTION: Approve the Exchange Program as presented:**

**Motion:** Phifer                      **Seconded:** Brugger                      **Vote:** 4-0-0

c) [DER Criteria and Benefits](#) (McKenzie, Desjardins)

Superintendent McKenzie and Business Manager Chris Desjardins presented Deep Energy Retrofit program that offers businesses incentives to reduce greenhouse gas emissions at their facilities. Chair Fasihuddin explained that this will be discussion only and a vote will be pursued at the September 2023 School Committee meeting. Superintendent McKenzie stated that the School Committee has been

**HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035**

**August 21, 2023**

working on a 10-year capital plan that involves renovations to the schools, and it makes sense to incorporate initiatives and incentives that increase energy efficiency and decrease carbon emissions and dependency on fossil fuels. Steps to be taken to qualify for financial incentives and reimbursement include a scoping study followed by technical assistance study. Eversource presented the scoping study linked to the agenda item below.

Eversource representative Mathhew McTeague presented the Deep Energy Retrofit (DER) offering. He gave an overview of the Retrofit process which includes five phases: Preliminary Interest, Feasibility Assessment, Detailed Assessment, DER Term and DER Qualifications. S. Ross (Undaunted K-12) presented the analysis of the scoping study that offered a comparison of heat pumps to current oil boiler system, along with estimates on costs with federal and state incentives.

1. [Scoping Study FINAL](#) (Eversource)
  - [Eversource Slides Presented During Meeting](#)
1. [Analysis of Scoping Study](#) (Ross UndauntedK12)
  - [Facilities Study Colliers](#)

Superintendent McKenzie outlined next steps which include the following:  
School Committee members review documents and discussion points including the original ten-year capital plan and encouraged constituents and community members to reach out with any questions or areas of concern. The School Committee will then deliberate at the September meeting, and there will also be the opportunity for public comment.

*(At this time P. Phifer left the meeting.)*

d) [2023-24 Calendar](#) Update

**ACTION: Approve the Update to the 2023-24 academic calendar for April 2024, changing the half day from April 4 to April 5, 2024:**

**Motion: Brugger**

**Seconded: Pipczynski**

**Vote: 3-0-0**

e) HES Special Education Teacher [Job Description](#) – Superintendent McKenzie stated that Director Snow updated job description to match current needs; it has been reviewed by attorney

**ACTION: Approve the Updated HES Special Education Teacher job description as presented:**

**Motion: Pipczynski**

**Seconded: Brugger**

**Vote: 3-0-0**

f) Revision Cafe Job Descriptions – Superintendent McKenzie stated that Food Service director K. Bryant updated the job description to match needs for next year; it has been reviewed by attorney. The qualifications have remained the same and ADA language was adjusted. Also, language was added regarding responsibilities around assisting the cook as needed.

- i. [Six-hour position](#)
- ii. [Four-hour position](#)

**ACTION: Approve the Updated Café job description as presented:**

**Motion: Pipczynski**

**Seconded: Brugger**

**Vote: 3-0-0**

**HADLEY SCHOOL COMMITTEE  
HADLEY PUBLIC SCHOOLS  
HADLEY, MASSACHUSETTS 01035  
August 21, 2023**

g) Approval of [2023-24 MOA for HA Counselor](#) (McKenzie)

h) Approval of [2023-24 MOA for HES PreK Director](#) (McKenzie)

Superintendent McKenzie explained that these MOAs are signed every year. However, the school Attorney has suggested that MOAs that involve a cost to the district should be reviewed and approved by the entire school committee prior to signature. These MOAs are not new, this is a change in process as recommended by the attorney.

**ACTION: Approve the 2023-24 MOAs for HA Counselor and HES PreK Director as presented:**

**Motion: Pipczynski                      Seconded: Brugger                      Vote: 3-0-0**

i) Second Reading [Bullying Prevention and Intervention Plan](#)

j) Second Reading [HPS Threat Assessment](#) (McKenzie)

Superintendent McKenzie explained that these are the second and final reading to policies; there are no changes since first reading.

**ACTION: Approve the Bullying Prevention and Intervention Plan and HPS Threat Assessment Plan as presented:**

**Motion: Brugger                      Seconded:      Pipczynski                      Vote: 3-0-0**

k) [IDEA Conditions of Assistance](#) Superintendent McKenzie explained that the Chair of the School Committee is required to sign this document annually; the entire SC should be aware of conditions. She further stated that the District adheres to all IDEA (Individuals with Disabilities Education Act) conditions. This is informational and does not require a vote. Chair Fasihuddin asked to allow until the end of the month of September to give SC the opportunity to review the document in its entirety before it is signed.

l) Appointment of SC liaison for HES playground project - Superintendent McKenzie stated that the district would like to look at updating the playground equipment at HES. There are some community-based organizations that may donate. McKenzie suggests a SC member act as a liaison for these community groups similar to what we had with the fields. SC Member Brugger volunteered to act in this role. Chair Fasihuddin appointed Tara Brugger as SC liaison for the HES playground project.

**5. Executive Session**

The chair will entertain a motion to enter executive session to discuss the deployment of security personnel or devices, or strategies with respect thereto and to reconvene in open session:

**Motion:      Pipczynski                      Seconded:                      Brugger**

**Roll call vote: Brugger: yes, Pipczynski: yes, Fasihuddin yes**

**6. Reconvene in open Executive Session**

**Motion to approve spending the amount of \$20,599.00 for additional security cameras.**

**Motion:      Brugger                      Seconded:                      Pipczynski**

**Roll call vote: Brugger: yes, Pipczynski: yes, Fasihuddin yes**

**7. Action Items (not covered in previous discussions)**

k. Approval of revised cost estimate for locker painting (*Tabled for future meeting*)

l. Approval of [June 12, 2023 SC Minutes](#) **Motion: Brugger Second: Pipczynski Vote: 3-0-0**

m. Approval of [June 26, 2023 SC Minutes](#) **Motion: Pipczynski Second: Brugger Vote: 3-0-0**

n. Approval of [June 28, 2023 SC Minutes](#) **Motion: Pipczynski Second: Brugger Vote: 3-0-0**

o. Approval of Warrants July 2023 **Motion: Pipczynski Second: Brugger Vote: 3-0-0**

**8. Adjourn Regular Meeting – 10:45am**

**Motion: Pipczynski                      Second: Brugger                      Vote: 4-0-0**