

CITY OF HOLYOKE
SCHOOL COMMITTEE

SCHOOL COMMITTEE AGENDA

DATE: MONDAY, APRIL 4, 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**
 - H Awards (Andrew Melendez)
 - Literacy Task Force Update

4. **NEW BUSINESS**
 - a. **Minutes of Meetings**
 - Special Meeting of February 22, 2011 (pages 1-4)
 - RECOMMENDATION: *That the School Committee vote to approve the minutes.*
 - Regular Meeting of March 7, 2011 (pages 5-14)
 - RECOMMENDATION: *That the School Committee vote to approve the minutes.*
 - b. **Reports of Committees**
 - Rules-Policies Subcommittee of March 14, 2011 (pages 15-17)
 - RECOMMENDATION: *That the School Committee vote to approve the subcommittee's recommendation that the Superintendent develop a draft policy for Peck School (school uniforms) for approval by the School Committee for September 2011.*
 - RECOMMENDATION: *That the School Committee vote to approve the subcommittee's recommendation of the Admission of Transfer Students Policy – File JFABC – as follows: A student may withdraw from a school at any time and enroll in the school district in which said student resides. To maintain enrollment stability, encourage promotion based on academic standards, and discourage social promotion, the school district will consult with any transferring student's prior school regarding placement and eligibility for graduation and enroll the student at the grade level the school district determines appropriate.*
 - RECOMMENDATION: *That the School Committee accept the subcommittee's approval of the policy for Service Animals in Schools and*

on School Provided Transportation – File IMG - The School Committee affirms its commitment to accommodate the needs of individuals with disabilities, and will in all instances comply with Massachusetts and Federal Laws regarding the use of service animals. The Superintendent of Schools will investigate and promptly resolve in writing questions regarding the appropriate use of service animals in specific instances upon request of a school nurse, principal, or any individual requesting the use of a service animal in a school, school grounds, or on school provided transportation.

- c. **Dean Technical High School Field Trip Request to High Meadows** (page 18)
RECOMMENDATION: That the School Committee vote to approve the Field Trip Request to High Meadows.
- d. **Dean Technical High School Field Trip Request to Lincoln Culinary Institute, Suffield, CT** (pages 19-21)
RECOMMENDATION: That the School Committee vote to approve the Field Trip Request to Lincoln Culinary Institute in Suffield, CT.
- e. **Education Development Center’s Salud y Éxito (Health and Success)** (pages 22-23)

5. OLD BUSINESS

- a. **Selection for Innovation Schools Selection Committee**
RECOMMENDATION: That the School Committee member or designee be selected to serve on the three member Selection Committee.

6. PERSONNEL

- a. **Appointments** (pages 24-25)
RECOMMENDATION: That the School Committee vote to receive the appointments.
- b. **Retirements** (page 26)
RECOMMENDATION: That the School Committee vote to receive the retirements.
- c. **Resignations** (page 27)
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

SPECIAL MEETING OF FEBRUARY 22, 2010
TUESDAY, FEBRUARY 22, 2011
TIME: 6:15 PM
DEAN TECH HIGH SCHOOL

School Committee Vice Chair William Collamore called the meeting to order at 6:17 p.m.

ROLL CALL

Present: William Collamore, Michael Moriarty (arriving at 6:21 p.m.), Howard Greaney, Yvonne Garcia, Dennis Birks, Cesar Lopez, Devin Sheehan and Peggy Boulais (arriving at 6:23 p.m.); also present: Superintendent of Schools David Dupont.

REDISTRICTING

Mr. Dupont said he regarded this as round one of the zoning discussion. This discussion involves space implications, bussing implications and financial implications. Lenny Gibbons, Doug Arnold and Maria Colon have worked for some time to put together this initial information.

Mr. Arnold said they are presenting the 3 potential options that made the most sense.

Option A is the true zoning option. There is an Option B that solves some of the problems in Option A. Both Options A and B have their own specific problems as far as enrollment and bussing. The third scenario is Option A+ which gives more balanced enrollment across the schools. Option A utilizes 11 buses (presently 17), which reflects a true zoning option with the most neighborhood children attending school in their school zone. Financially that presents a savings of \$250,000. However, the reality of Option A is that Peck School would house 1193 students; currently there are 609. Kelly School has 775 students under Option A, a big increase over present. Option B solves the Kelly situation and brings Peck enrollment down a little, and utilizes 15 busses, versus the current 17. He cautioned members, when looking at enrollments, that the first round of rezoning did not consider movement of any teachers, rather, it just focused on moving students.

Mr. Sheehan asked what the maximum number of students is that each school can accommodate.

Mr. Arnold said he did not have those figures. However, 775 would be too many students for Kelly and it might be difficult for Peck, in its present K-8 configuration, to handle 1173.

Mr. Moriarty noted the low number, 150, at McMahan School. He asked how the unutilized space at that school would be used. The 1000 student school at Peck is also something that would have to be given serious consideration.

Mr. Dupont stressed that this is just the first round of this discussion.

Mr. Greaney said the distribution of students seems better in Option A+ and it addresses the current crowding problem at McMahon, dropping the enrollment from 455 to 380. The questions would be around the cost effectiveness of that option for the district.

Mr. Sheehan asked if the Committee could be given information on what the costs would be if the preschool programs were to be expanded into one more school, perhaps in the downtown area.

Mr. Dupont said there are a number of other considerations. He believes the preschool program should service more students.

Mr. Moriarty said Option A is appealing in terms of saving on the cost of bussing. It looks like under Option A White, Sullivan, McMahon and Donahue, all uptown schools, are seriously underutilized, while Kelly is at or slightly above maximum capacity and Peck has extremely large numbers. One way to equalize the numbers might be to look at some intra-district school choice option.

Mr. Arnold said some of the Kelly problem can be alleviated at White and some of the Peck problem can be alleviated at Donahue. The problem is when you change one street, that can drastically change numbers.

Mrs. Boulais said she found the 775 at Kelly to be unacceptable and the 498 at White in Option B to be unacceptable. She was also concerned that the downtown schools have a lot more students than the uptown schools.

Mr. Birks said he would be very concerned about keeping class sizes down.

Mr. Lopez said the A+ Option is more balanced than the others and it does provide some relief for Peck and Kelly. He asked if any of the options took intra-district choice into account.

Mr. Arnold said all options assume students will go to the students they are supposed to go. Grandfathering scenarios are not included in these options. Many of the problems with overcrowding are because students are being grandfathered into schools.

Mr. Greaney said he favored Option A+ with the more equitable distribution of students.

Mr. Sheehan asked if the request to the MSBA to add onto McMahon would become moot if the districts are rezoned and the numbers are reduced at McMahon.

Mr. Moriarty said that Option A+ does include the most equity. However, he said that any plan should include a plan for some grandfathering because families will not be happy about having to move their children.

Mr. Lopez asked if any consideration had been given to consolidating special education students into one school. This is a question that has been brought to him by constituents.

Mr. Arnold said that would not be a good idea because there would be no peer population for special education students and that would be discriminatory.

Mr. Sheehan asked if the options included special education programs to remain where they currently are.

Mr. Arnold said none of the options include special education programs at this point.

Mr. Sheehan said that would mean all the numbers would be higher than presented. He said it is also time for the Committee to look at the makeup of the Zoning Appeals Board; there is really no administrative input into that process at this point.

Mr. Dupont said that administration needs to have input on the Appeals Board, at least in terms of having the opportunity to hear claims and provide information to the board.

MOTION: Mr. Sheehan made a motion, seconded by Mr. Lopez, to send the Parent Appeals Board to the Rules-Policies Subcommittee. The motion carried unanimously.

Mr. Arnold said administration will begin to work on school capacities so the Committee can have that information. There are also issues around expanding preschool and costs related to that to look at.

Mr. Moriarty said this committee needs to consider whether any plan will include grandfathering. If grandfathering is not going to be included, there will have to be public forums and opportunities for constituents to respond.

Mr. Arnold said administration will need to know who will, and who will not, take advantage of any grandfathering as that will be important to administration as it goes about developing options.

Mrs. Boulais said that if everyone is able to be grandfathered into their current school that would mean no one would have to move and that would not solve the problem.

Mr. Collamore asked if this would be a plan for September 2011 or September 2012.

Mr. Sheehan said if no change is to happen until September of 2012, a plan needs to be developed to address the critical need at McMahan before September 2011.

Mr. Moriarty said it would be impossible to solve McMahan's problems in isolation. The students would have to be moved from McMahan to somewhere else. For next school year the Committee might have to seriously look at temporary classrooms if solutions are going to be moved beyond September 2011.

OLD BUSINESS

Mr. Moriarty provided members with a copy of a book, provided by the Davis Foundation, which was the subject of the discussion at a meeting last Thursday night. The book describes a process that a school district in Washington State used to try to focus on moving 3rd grade reading scores forward. This book provides a common frame of reference to describe a way that has succeeded in the past in another place. He encouraged all members to read the book.

Mr. Sheehan asked if there had been any thought on make-up of snow days.

Mr. Dupont said his recommendation is to do nothing at this point.

Mr. Greaney asked that administration send a letter of thanks to the Davis Foundation for providing the books.

Mr. Greaney told members that one of Holyoke's former teachers and coaches has been nominated to the High School Football Coaches Hall of Fame and that is Coach Ray Mitchell, long time coach and teacher in the Holyoke Public Schools. He asked that a letter of congratulations be sent to Coach Mitchell.

Mrs. Garcia told members that she passed Lawrence School recently when the school was in the process of conducting a fire drill. She commended the staff and students for their calm, orderly behavior during the drill.

Mr. Lopez said he watched the MCAS Beat-It video produced by Donahue School. He praised the production and asked that the video be run on the education channel as it is a highly motivational for students.

He also thanked Mrs. Fitzgerald for inviting him to participate in the 25 Book Campaign at Donahue School.

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

The February 22, 2011 meeting of the Holyoke School Committee adjourned at 7:12 p.m.

CITY OF HOLYOKE
SCHOOL COMMITTEE

REGULAR MEETING
MONDAY, MARCH 7, 2011
TIME: 6:15 PM
DEAN TECH HIGH SCHOOL

School Committee Vice Chair William Collamore called the meeting to order at 6:17 p.m.

ROLL CALL

Present: Mayor Elaine Pluta, William Collamore, Michael Moriarty, Howard Greaney, Yvonne Garcia, Gladys Lebron-Garcia (arriving at 6:23 p.m.), Dennis Birks, Cesar Lopez, Devin Sheehan, Peggy Boulais; also present: Superintendent of Schools David Dupont, Holyoke High School Student Representative Caitlin Anable and Dean Technical High School Student Representative Rachel Houle.

PLEDGE OF ALLEGIANCE

PUBLIC DISCUSSION

None

COMMUNICATIONS & REPORTS

Student Reports

Ms. Houle congratulated the Varsity Boys Basketball Team for making the playoffs. She informed the Committee that the ROTC Cadets brought home 7 trophies and 1 gold medal from a recent completion. Dean's new Gay Straight Alliance Club would like to seek the Committee's permission to attend the True Colors event along with the GSA from Holyoke High School.

Mr. Dupont explained that the travel request came in too late for the packet and it is out of state travel that will require the Committee's approval. This matter will be discussed under new business.

MOTION #1: Mr. Sheehan made a motion, seconded by Mrs. Garcia, to send a letter of congratulations to the Dean ROTC students for winning 7 trophies and 1 gold medal. The motion carried unanimously.

Superintendent's Communications

Level 4 Update

Mr. Dupont told the Committee that the district was successful in the competitive federal grant relative to the level 4 schools; fewer than 20 schools received funding. However, Holyoke received about 47% of what was originally requested. The district will now have to go back to see what adjustments can be made while trying to maintain the spirit of what needs to happen at Dean and Morgan. The cost for the EMO was also part of this grant, as were the costs for the negotiated settlements relative to the level 4

schools. There will be a teleconference meeting with the State on Thursday relative to the many important questions pertaining to this situation.

Mr. Moriarty said the Committee was really not involved in the grant process. He asked if the Committee is responsible for allocating those funds.

Mr. Dupont said the responsibility lies with the Committee and the Superintendent.

Mayor Pluta asked if there are other monies available to supplement the federal funding.

Mr. Dupont said some of the other "Title" monies could be used, but he cannot really speak specifically to that until after having discussions with the State. The district is always looking for other possible sources to support the changes at those two schools.

The district has to get an RFP out for the EMO and that is difficult not knowing how much money is available or what the potential cost might be for an EMO. There is a timeline that the district is already late on; that has nothing to do with the district but is a result of the grant process and notification. With only 6 months until school starts, the RFP for the EMO has to get out. He is seeking permission to get that RFP out as quickly as possible.

MOTION #2: Mr. Moriarty made a motion, seconded by Mr. Greaney, to authorize the superintendent, in conjunction with the City Procurement Officer, to issue a request for proposals for an education management organization as soon as possible. The motion carried unanimously.

Mr. Sheehan recalled that Deputy Commissioner Baher told the Committee that DESE was putting together a list of EMO's so it would be easier for a district such as Holyoke because much of the searching would be done. He asked if DESE had fulfilled that promise.

Mr. Dupont said he talked to Ms. Baher's assistant on this process and it was strongly suggested that Holyoke go through the City to get the RFP out.

Mr. Moriarty said there is also the question as to whether that is subject to 30B because it sounds like it's a professional consultant. An RFP should be sent out but if the procurement of an EMO is not subject to 30B it would allow for more leeway in choosing an EMO.

Mr. Dupont said the district asked for \$6.45 million for 3 years and the grant was approved for \$3.12 million, available July 1st.

Roof Update

Mr. Anderson told members that roofs were surveyed by professional structural engineers who provided load assessments that indicated that the roofs were at approximately 60-70% capacity. In some cases snow was removed from roofs by in-house staff and by professional roofers. However, with the help of mild weather, some roofs now have no snow on them.

MOTION #3: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to go out of the regular order of business to take up item 4.c., Constellation Program. The motion carried unanimously.

Constellation Program

Brian Beauregard, from the Holyoke Gas & Electric Department, told the Committee that the Constellation Program was a demand/response program, which is a form of energy efficiency where ISO New England looks at commercial, industrial, or municipal users to provide curtailment on existing loads present during certain emergencies. This is seen as something significantly lower in cost than the alternative, which would be to procure additional power during a peak time when there is an emergency. The HPS could curtail roughly 1 megawatt of power in such an emergency and the cost for the G&E to procure that power it would cost between \$1 and \$4 million to build a 1 megawatt plant. Constellation will get the signals directly from ISO New England who will manage the program when there are any emergencies. Constellation will notify all parties, including the HPS, if the Committee chooses to move forward, as to when the HPS must curtail their load and for what duration. There will be revenues and there could also be penalties, but there is really no risk because you cannot lose more than you have earned. Under the worst case scenario, the HPS would be right back where they were if they did not go into the program. There are special performance bonuses where additional dollars can occur above 90%. HG&E will work with Constellation to look at how revenues get funneled back to the HPS and, if it is more convenient, those revenues can go through HG&E utility bills. The HG&E has voted to open the entire City of Holyoke to demand response. If the G&E does not have to procure additional megawatts that can be curtailed by large entities, such as the HPS, that ultimately saves all of the rate payers in the City of Holyoke.

Mr. Sheehan said the Committee has not received any information on this program or how it came about. He suggested the program be sent to subcommittee.

Mr. Moriarty asked if curtailing use would be similar to a brown-out.

Mr. Beauregard said no. Most events in the pool occur historically in the summer months. An event is an emergency, such as a day in a major heat wave, or if a major nuclear power plant goes offline, and the pool is short in capacity or there are a number of generators that are available. With a demand response program, rather than going to something like the Mt. Tom coal plant to have that come online, they initiate a series of emergency operations and one of those is a request to those that have joined demand response programs and have agreed to curtail their loads. For a certain period of time the HPS might have a load of 2.5 megawatts. An assessment will be done to determine in the summer where certain loads could be curtailed for a period of time and a total kilowatt load will be determined for that plan. That could mean that certain systems could be shut down by the HPS for a period. There is no requirement to curtail use. For example, if the play is going on at the High School and ISO initiates a curtailment event, Holyoke does not have to curtail usage. If the HPS does not perform, they just will not get revenues for that and the total commitment into the pool could be reduced. Constellation manages that with several other parties so they can meet the commitments to the pool. The HPS would get paid for any load it curtails in an emergency event. Conservative estimates show that the HPS would get in the vicinity of \$25,000 to \$45,000 a year. There is no cost to the HPS to join this program. Constellation Energy would provide all the metering, monitoring, software and labor associated with working with the HPS to identify what would be required and what schools would be able to do.

Mr. Dupont said he wanted the Committee to get an introduction to this program. He is not seeking action at this point. Further information will be coming to the Committee on this program.

MOTION #3: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to send the Constellation Program to Operations. The motion carried unanimously.

Mr. Moriarty said he would like to see the agreement and an overview of how it works in other communities

NEW BUSINESS

Minutes of Meetings

Regular Meeting of December 20, 2010

MOTION #4: Mr. Moriarty made a motion, seconded by Mayor Pluta, to approve the minutes of the Regular Meeting of December 20, 2010. The motion carried unanimously.

Organizational Meeting of January 4, 2011

MOTION #5: Mrs. Garcia made a motion, seconded by Mayor Pluta, to approve the minutes of the Organizational Meeting of January 4, 2011. The motion carried unanimously.

Special Meeting of January 10, 2011

MOTION #6: Mrs. Garcia made a motion, seconded by Mayor Pluta, to approve the minutes of the Special Meeting of January 10, 2011. The motion carried unanimously.

Special Meeting of January 31, 2011

MOTION #7: Mrs. Garcia made a motion, seconded by Mr. Moriarty, to approve the minutes of the Special Meeting of January 31, 2011. The motion carried unanimously.

Reports of Committees

Joint Operations/Maintenance & Finance of January 31, 2011

MOTION #8: Mrs. Garcia made a motion, seconded by Mr. Greaney, to approve the minutes of the Joint Operations/Maintenance & Finance meeting of January 31, 2011 (motions acted upon at February 7, 2011 meeting). The motion carried unanimously.

Superintendent Evaluation Form Subcommittee of February 7, 2011

MOTION #9: Mrs. Garcia made a motion, seconded by Mr. Birks, to accept the subcommittee's recommendation and approve the superintendent evaluation form as drafted along with the self-evaluation and the timeline: self-evaluation deadline 7/14 and deadline for the School Committee members to complete evaluations 8/15. The motion carried unanimously.

Mr. Sheehan explained that there is a self-reflection piece in which the Superintendent would answer questions and provide any supporting documentation to assist the Committee. Mr. Dupont agreed to this piece of the evaluation and liked that he could provide information to the Committee. The

Committee would fill out the form after receiving the Superintendent's self-evaluation and supporting documentation he provides. There is a timeline for completion. School Committee members would have one month to complete and return the evaluation. Under the law, all superintendent evaluations are now public documents and each member must sign his or her evaluation form. Each member has a choice as to whether or not to complete an evaluation. Depending on how the Committee decides to score the evaluations, not turning in an evaluation could negatively affect the Superintendent's overall score. The Superintendent can also answer questions, provide documentation, or refer a Committee member to someone who can answer questions. He hopes a special session will be scheduled to review the document with the Superintendent in public and go over any recommendations and answer any questions.

Mr. Moriarty said the Committee's evaluation process has sometimes included serious problems with getting timely responses back. He asked if August 15 was the deadline or if late submissions would be accepted.

Mr. Sheehan said the consensus of the subcommittee seemed to be August 15th was the deadline. That gives members plenty of time to complete the form. Members have a copy of the document in their packets and they have plenty of time to familiarize themselves with it before it's time to fill out the official document.

Mr. Moriarty asked when the Committee would see the District Improvement Plan, and what period of time it is intended to encompass.

Mr. Dupont said the Committee would be getting the District Improvement Plan soon. He reminded members that the district underwent a review by the State, after which a report was to have been received in 30 days; the report was received 3 ½ months later and it is still not finalized because the district is making corrections to factual errors. When that final report comes back, the Committee will receive it and the District Improvement Plan will have some highlighted sections based on the review.

Mrs. Wells explained that there are 7 specific, quantifiable goals related to AYP, early literacy, graduation, attendance, dropout, CPI's for ELA and Math. Those are 3 year goals projected to 2014. There are action steps under each goal that will be yearly.

HHS Band Field Trip Request

MOTION #10: Mrs. Garcia made a motion, seconded by Mayor Pluta, to approve the HHS Band Field Trip Request (to Williamsburg, VA). The motion carried unanimously.

Mr. Lopez asked what the cost per student is for this trip.

Joan Cavanaugh, Band Director, indicated that the cost is \$300 per student to cover transportation, 2 nights at a hotel, 2 breakfasts, 1 lunch and admission to the concert. Students have been doing active fundraising.

Athletic Revolving account Expenditures for Facilities Upgrades

Mr. Dupont explained that \$20,000 will be used from the Athletic Revolving Account to modernize the weight room facilities and to create a visiting team room area. This proposal was presented to the

School Building Advisory Committee and a recommendation was made that it be funded through the revolving account if possible; there are sufficient funds in the account to make these renovations in the athletic area.

MOTION #11: Mr. Greaney made a motion, seconded by Mr. Birks, to approve the expenditure of \$20,000 from Athletic Revolving for renovations and upgrades to the weight room facility and a visiting team room area. The motion carried unanimously.

Mr. Moriarty thanked Mr. Patterson for thinking of the interests and Title IX issues at the school so that the upgraded facility will benefit all students; the weight room facility will be moved to a gender neutral setting with considerably more space, adding to availability and safety features. This will be a significant enhancement for very little dollars.

Animals in School Draft Policy

MOTION #12: Mr. Moriarty made a motion, seconded by Mr. Greaney, to refer the Animals in School Draft Policy to Rules-Policies. The motion carried unanimously.

Mr. Sheehan noted that statute requires districts to enact a policy by March 15th and suggested allowing subcommittee the power to act.

AMENDED MOTION #12: Mayor Pluta amended the motion, seconded by Mr. Moriarty to refer the Animals in Schools Policy to Rules-Policies, with the authority to act. The amended motion carried unanimously.

Travel Requests

Mr. Dupont explained that members had received copies of additional travel requests just prior to the meeting for consideration.

MOTION #13: Mrs. Garcia made a motion, seconded by Mr. Lopez, to approve the travel requests, including the additional travel requests. The motion carried unanimously.

Additional New Business / Field Trip Request – Dean

Ms. Houle explained that the Dean Gay Straight Alliance started up in January. Madeline Colon, and River Valley Counseling, of the Teen Clinic at Dean, has offered to pay all costs for members of GSA to go on a field trip to the University of Connecticut in Storrs, for the True Colors 18 Conference on March 11th. About 10-15 students from Dean and Holyoke High School are planning to go on this trip along with 3 chaperones. This year's theme is Belonging, which is important to high school students.

MOTION #14: Mr. Moriarty made a motion, seconded by Mrs. Boulais, to approve the Dean/HHS Field Trip Request (to University of Connecticut, Storrs). The motion carried unanimously.

Mr. Greaney told members that he visited the Adaptive Physical Education Skating Program at FitzPatrick Skating Rink last week. The experience was amazing for the special education students, student athletes who assist and staff members who participate as well. He noted that Carol Hepworth participated in the program last week. Mark Fournier, Adaptive Phys Ed Teacher, has been offering this

program for some time and, again, the experience was phenomenal. He asked that certificates be sent to the students who participate and assist in this program along with possibly some other type of reward for participants, such as a pizza party.

There was discussion about public relations and media relations and how news and information on these positive programs and activities can get out to the media.

Mr. Sheehan made reference to a communication received from the Town of Worthington relative to forming an elementary school union.

MOTION #15: Mr. Sheehan made a motion, seconded by Mrs. Lebron-Martinez, to refer the communication from the Town of Worthington relative to forming an elementary school union to Operations. The motion carried unanimously.

OLD BUSINESS

Financial Report

Mr. Dupont indicated that members had received a copy of the MASBO report on their audit of the Business Department functions.

Chris Regan, Business Manager, told members that MASBO came into the district and talked to a number of individuals in various departments to go over a set of specific questions common to this type of review. She would have liked to have had this done after she had been on board for about a year so that the review was of what she has been doing in the business department; however, it is a very good review of how the department has been operating. The main points she would like to act on are developing good job descriptions, cross training of employees, review of the student accounts processing in a way that would allow principals to operate their accounts, School Committee involvement in budget transfers, develop a procedures manual for the business department, offer professional development opportunities for the business office, and regular reporting to the School Committee. Site based budgeting and budget management is being highlighted.

Mr. Moriarty said he viewed this report as a review of the School Committee and there is room for improvement. There were a number of positives and commendations about the better communication between City Hall and the School Department that reflect what's going on in this fiscal year. The School Committee has been tolerating a budgeting process and budget document that lacks the clarity, completeness and transparency that the community should expect. There is not a documented budgeting calendar this year. He asked that a budget calendar be incorporated for 2013.

MOTION #16: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to refer to Rules-Policies and Finance a revision of the district's financial practices to reflect what is currently being done. The motion carried unanimously.

MOTION #17: Mr. Sheehan made a motion, seconded by Mr. Moriarty, to refer the budget transfer policy to Rules-Policies and Finance. The motion carried unanimously.

Mr. Sheehan said that he has also heard from various sources, including as part of a recent review by DESE, that talked about budgeting with a focus on student achievement and student performance. The site-based budget process will move towards that. This report reiterates that position.

Mr. Dupont said he will be bringing in a District Improvement Plan; school improvement plans will be tied to that district plan and the professional development plan will be tied to both. The budget is the fuel for all of that.

Mr. Sheehan said he would like to see an outline of how the budget process will change for the School Committee under the new administration.

Mrs. Lebron-Martinez said the Committee is already seeing improvements in reporting on the budget.

Early Childhood Literacy Initiative

Mr. Dupont explained that there was a meeting of central office administrators and principals to discuss the issues surrounding the initiative and how the district can address the challenge. A task force was formed to keep progress moving. He has been meeting with outside entities to garner support. He would like to have one School Committee member serve as a representative on the task force.

MOTION #18: Mr. Moriarty made a motion, seconded by Mrs. Garcia, to send a representative to the Early Childhood Literacy Task Force. The motion carried unanimously.

Draft 2011/2012 School Calendar

Mr. Dupont said the only change in this draft is movement of the professional development day from November 1st to November 4th, based on the Committee's vote. There have been some concerns expressed relative to having buildings open for school on election day. His only concern with having that day off for professional development day is that students would be off twice in the same week. Three of the five principals in schools where voting takes place expressed the concern of having to give up the gym, where voting takes place.

MOTION #19: Mr. Moriarty made a motion, seconded by Mr. Sheehan, to approve the 2011/2012 draft school calendar as a second reading. The motion carried unanimously.

Mr. Collamore said he had questions about security when outsiders are in the buildings to vote.

Mr. Moriarty said there is a police officer assigned to every polling place, which enhances security in the building.

Mr. Sheehan said if there is a question of concern for safety, school will have to be closed every time there is an election, including any primary or special election. Schools traditionally have been open on primaries and special elections, without problems.

PERSONNEL

Appointments

MOTION #20: Mrs. Garcia made a motion, seconded by Mr. Greaney, to receive the appointments. The motion carried unanimously.

Resignations

MOTION #21: Mrs. Garcia made a motion, seconded by Mr. Moriarty, to receive the resignations. The motion carried unanimously.

ANNOUNCEMENTS

MOTION #22: Mr. Sheehan made a motion, seconded by Mr. Moriarty, to send letters of thanks to Representative Kane and Senator Knapik for their letters and attendance at the meeting to talk about level 4 schools, and a letter of thanks to Senator Kerry for his letter as well. The motion carried unanimously.

Mr. Sheehan urged members to look at the proposed City Charter that was delivered in a recent newspaper. There is a hearing on March 30th. The charter proposal changes this committee drastically.

Andrew Melendez, a member of the Charter Commission was in the audience and was invited to speak. He indicated that there was a misprint in the newspaper. The change will be that the wards are made up differently; there will be no change in the School Committee except for the difference in the ward boundaries.

Mr. Sheehan said he read that there would be 5 wards, 2 at large representatives and no Mayor on the School Committee. If there was a misprint, he encouraged the Commission to send out the flyers again.

Mr. Collamore told members that the Holyoke High School Girls Basketball Team will play in the semifinal of the Western Mass Tournament on Wednesday evening at American International College. The Holyoke High School Hockey Team is also doing well in the State Tournament. He encouraged members to get to one of the games if possible to support the students.

MOTION #23: Mr. Sheehan made a motion, seconded by Mrs. Lebron-Martinez, to go into executive session to conduct strategy sessions for bargaining sessions with the Secretaries Association, to hear a grievance from the Custodians Association, and to conduct strategy sessions to conduct bargaining for non union employees/LPN's; to reconvene in Open Session. The motion carried unanimously on a roll call vote.

Roll Call

- | | |
|----------------------------|---------------------|
| Mayor Pluta – yes | Mr. Collamore – yes |
| Mr. Moriarty – yes | Mr. Greaney – yes |
| Mrs. Lebron-Martinez – yes | Mrs. Garcia – yes |
| Mr. Birks – yes | Mr. Lopez – yes |
| Mr. Sheehan – yes | Mrs. Boulais – yes |

At 8:19 p.m. the Committee took a brief recess and returned, in executive session at 8:29 p.m. Following the conclusion of executive session, the Committee returned to open session at 8:49 p.m.

MOTION #24: Mr. Sheehan made a motion, seconded by Mr. Greaney, to ratify the Memorandum of Agreement with the Custodians Association. The motion carried unanimously on a roll call vote.

Roll Call

Mayor Pluta – yes	Mr. Collamore – yes
Mr. Moriarty – yes	Mr. Greaney – yes
Mrs. Lebron-Martinez – yes	Mrs. Garcia – yes
Mr. Birks – yes	Mr. Lopez – yes
Mr. Sheehan – yes	Mrs. Boulais – yes

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

The March 7, 2011 meeting of the Holyoke School Committee adjourned at 8:50 p.m.

CITY OF HOLYOKE
SCHOOL COMMITTEE

RULES-POLICIES SUBCOMMITTEE
MONDAY, MARCH 14, 2011
TIME: 5:30 PM
DEAN TECH HIGH SCHOOL

Rules-Policies Subcommittee Chair Michael Moriarty called the meeting to order at 5:40 p .m.

Present: Michael Moriarty, Dennis Birks and William Collamore; absent: Gladys Lebron-Martinez and Yvonne Garcia. Also present: Peggy Boulais, Devin Sheehan, Superintendent of Schools David Dupont, Director of Student Services Doug Arnold and Peck School Principal Paul Hyry.

AGENDA: SCHOOL UNIFORMS
CHARTER SCHOOL TRANSFER STUDENTS DRAFT POLICY
ANIMALS IN SCHOOLS

Maria Luisa Arroyo, Peck School Family Access and Engagement Coordinator, presented members with a proposed, draft uniform policy for Peck. Peck parents met and worked on the draft and PPUA (Peck Parents United in Action) are seeking School Committee support. PPUA would have fundraisers in the spring, if this were to be approved, to help defray the costs of uniforms in the fall. Their ideal would be to provide every Peck student, K-8, with one uniform.

Mr. Sheehan indicated that he sent out a request for information on the Massachusetts Association of School Committees' listserve. There is not much out there statewide in terms of school uniforms. Uniforms cannot really be required without a specific reason, such as at Dean, which can require uniforms for safety reasons in shops and because of the school's level 4 status. Worcester has implemented mandatory uniforms in its level 4 schools. Uniform policies have to have an opt-out for parents and students who do not want to participate because of legal decisions. Worcester works with each school individually and require that 2/3 of families accept the uniform policy. After that bar is reached the school council is asked to vote and then the school committee would vote on the issue. As an individual member, he would need to consider what the Superintendent would want and to hear about legal issues. Without specific, documented occurrences related to gang violence, or other very specific issues, a uniform policy really cannot be mandated.

Mr. Dupont said there is no question that the potential for legal issues exists. The MASC and MASS both state specifically that there must be opt-outs. He said he respected the proposal and the work done by the Peck parents. Morgan is considering uniforms as a level 4 status school. Consideration might be given to using Peck as a next step, with opt-out and other legal protections.

Mr. Sheehan said that Randolph instituted a dress code which forbade hoodies. Parents hired an attorney to challenge that and the policy ended up being repealed. Reference was made to the state law that says you cannot abridge the rights of students as to personal dress and appearance by imposing dress codes unless it violates reasonable standards of health, safety and cleanliness.

Mr. Birks said he tried to contact Mr. Collins in Springfield about how the mandatory uniform policy works in there. He asked how much evidence is needed, how much violence needs to occur before

documentation is acceptable in terms of school uniforms. There are many reasons why school uniforms are good and he thinks Holyoke should have uniforms. He questioned why there had to be an opt-out of a mandatory uniform policy.

Paul Hyry, Peck School Principal, said he is very fortunate to have the parent leadership he does at Peck. If the Peck parents are for this uniform policy he is also in favor of the policy. Springfield's policy is framed entirely in the negative and to prevent crimes, etc. Peck's policy is framed around a positive, school pride, school spirit concept. The belief is that this would be good for the students at Peck and good for the Peck community.

Mr. Moriarty said there is a federal right to free expression that is extended into schools in terms of political expression particularly. The federal government traditionally has not had a lot of oversight over public school operations. Massachusetts has its own freedom of expression declarations in its constitution that goes well beyond what is in the First Amendment of the Constitution. The decision in the South Hadley Pyle case is incredibly constricting of public school officials in Massachusetts. Beyond that, the Legislature took the message of the Tinker case, from the 1960's, and codified it in an even more restrictive way in two statutes: Chapter 71 Section 82, about expression in general, and Section 83, specifically about school dress, allowing for the exceptions of cleanliness, safety and health. School Committee members are sworn to uphold the statutes of the Constitution of Massachusetts. Most other states have a different set of rules. The Springfield policy is specifically focused on the language in Section 83.

Mr. Hyry said he would like to try uniforms at Peck and he supports the PPUA parents; the questions come around the details. Peck will ask parents, at an upcoming meeting, to weigh in and provide input. The concern is to do this in a way that it does not become an unending battle between the school and students. If an opt-out policy is necessary, careful thought would have to be given to how that is advertised and implemented. Careful thought would also have to be given to consequences for non compliance.

Mr. Dupont said administration would need direction on the legal issues. He suggested that it might be a good idea to start with Peck School to try this kind of policy.

MOTION: Mr. Collamore made a motion, seconded by Mr. Birks, that the Superintendent develop a draft policy for Peck School (school uniforms) for approval by the School Committee for September 2011. The motion carried unanimously

CHARTER SCHOOL TRANSFER STUDENTS DRAFT POLICY

Mr. Moriarty asked why this policy is just for charter school students.

Mr. Dupont said it would apply to any student. The point of this proposal from the State is the concern for charter school students. Holyoke does this now.

MOTION: Mr. Collamore made a motion, seconded by Mr. Birks, to recommend approval of the Admission of Transfer Students Policy, (file JFABC) amended as follows: A student may withdraw from a school at any time and enroll in the school district in which said student resides. To maintain enrollment stability, encourage promotion based on academic standards, and discourage social promotion, the school district will consult with any transferring student's prior school regarding placement and

placement and eligibility for graduation and enroll the student at the grade level the school district determines appropriate. The motion carried unanimously.

ANIMALS IN SCHOOLS

Mr. Moriarty said he looked at the draft provided by MASC and drafted up something more concise, which he provided to members. The State Department of Health has drafted guidelines but there is not a requirement to implement. Teachers in schools do have some very nice traditions with use of animals in schools. He would not want to adopt a policy that would require principals to deny those traditions. The policy should state that the district will comply with the Americans with Disabilities Act and, in the event that someone requests a service animal, the Superintendent of Schools will resolve any questions in writing. If a school nurse, or principal, raises a concern, that addresses what the federal government was concerned about. The subcommittee has been authorized to enact a policy.

File: IMG ~ SERVICE ANIMALS IN SCHOOLS AND ON SCHOOL PROVIDED TRANSPORTATION ~ The School Committee affirms its commitment to accommodate the needs of individuals with disabilities, and will in all instances comply with Massachusetts and Federal Laws regarding the use of service animals. The Superintendent of Schools will investigate and promptly resolve in writing questions regarding the appropriate use of service animals in specific instances upon request of a school nurse, principal, or any individual requesting the use of a service animal in a school, school grounds, or on school provided transportation.

Mr. Sheehan said that any need for a service animal would be spelled out in an IEP or a 504 plan.

MOTION: Mr. Birks made a motion, seconded by Mr. Collamore, to recommend approval of the policy draft (see above) IMG ~ Service Animals in Schools and on School Provided Transportation. The motion carried unanimously.

MOTION: Mr. Birks made a motion, seconded by Mr. Collamore, to adjourn. The motion carried unanimously.

The Rules-Policies Subcommittee of March 14, 2011 adjourned t 6:47 p.m.

HOLYOKE PUBLIC SCHOOLS
HOLYOKE, MASSACHUSETTS

REQUEST FOR STUDENT FIELD TRIPS

School: Wm J. Dean Technical High School Grade(s) 12 Date: 3/16/11

Destination: High Meadows Date of Field Trip: 6/1/11

Staff Person(s) in Charge: Michelle Manett / Briget Reilly

- Justification for this curriculum-based Field Trip is attached.
- Funding Source documentation is attached to this form (Include all copies of Munis Requisitions)

Munis Line Item Account being charged: n/a Student Activity *sh jonne*

Munis Requisition Number: n/a Consolidated Acct.

Other: _____
(ie. PTO, CONSOLIDATED FUNDS, HCC, GEAR UP, ETC.)

COSTS

Number of Buses 2 Cost Per Bus \$ 140⁰⁰ = \$ 280⁰⁰

Admission Per Student 40⁰⁰ X Number of Students 90 = \$ 3600⁰⁰

Other Costs (specify) 9 + 1 = 10 (Chaperones/nurse) = 400⁰⁰

TOTAL COST: \$ 4280⁰⁰

*Paid by students/
student fundraiser*

Number of Students: 90 # of Teachers: 10 # of Parents: _____

Departure Time: 8:00 Estimated Time of Return: 5:00

Special Needs Requirements (Nurse, Wheelchair Bus, etc) Nurse

I HAVE REVIEWED AND APPROVED THIS CURRICULUM-BASED FIELD TRIP.

Signature Principal: [Signature] Date: 03/18/11

Business Manager's Signature: Christine P. Regan Date: 3/22/11

Superintendent's Approval: _____ Date: _____

Bus Company Confirmation: _____ Date: _____

HOLYOKE PUBLIC SCHOOLS
HOLYOKE, MASSACHUSETTS

REQUEST FOR STUDENT FIELD TRIPS

School: Wm. J. Dean Grade(s) 12th Date: 2-22-11

Destination: Lincoln College Institute, CT Date of Field Trip: 4-12-11

Staff Person(s) in Charge: Tony Maspo (Norm LeBlanc)

- Justification for this curriculum-based Field Trip is attached.
- Funding Source documentation is attached to this form (Include all copies of Munis Requisitions)

Munis Line Item Account being charged: None

Munis Requisition Number: N/A

Other: _____
(ie. PTO, CONSOLIDATED FUNDS, MCC, GEAR UP, ETC.)

the Institute will transport students

COSTS

Number of Buses None Cost Per Bus \$ 0 = \$

Admission Per Student None X Number of Students 0 = \$

Other Costs (specify) _____

TOTAL COST: \$ None

Number of Students: 15 # of Teachers 2 # of Parents _____

Departure Time: _____ Estimated Time of Return: _____

Special Needs Requirements (Nurse, Wheelchair Bus, etc) _____

Bus provided by Lincoln

Instead see attached liability insurance appx

I HAVE REVIEWED AND APPROVED THIS CURRICULUM-BASED FIELD TRIP.

Signature Principal [Signature] Date: 3/4/2011

Teresa Allie

Business Manager's Signature: _____ Date: _____

Superintendent's Approval: _____ Date: _____

Bus Company Confirmation: _____ Date: _____

Inbox (195 Items, 26 Unread)

Help

New Reply Reply to All Forward

Search Inbox

Lincoln Culinary Institute

Arrange by: Type Messages

The sender of this message has requested a read receipt. Click here to send a receipt.

Message

Ellen Henry [EHenry@LINCOLNTECH.COM]

Sent: Monday, February 14, 2011 9:58 AM

To: rwebb@hps.holyoke.ma.us

- AJ Conse... 9:41 ...
- Boston show det...
- Allie, Th... Fri 2...
re: next week's ...
- LeBlanc... Fri 2...
FW: Carousel Su...
- wstpeter... Thu ...
You've Received ...
- St. Peter... Thu ...
Announcemen M...
- LeBlanc... Wed ...
FW: Carousel Su...
- LeBlanc... Wed...
FW: St. Patrick's...
- Allie, Th... Wed ...
re: av equipmen...
- Allie, Th... Wed ...
re: Friday sched...
- Regan, ... Tue ...
REPLACEMENT ...
- LeBlanc... Tue ...
FW: Carousel Su...
- Ulloa-Sk... Tue ...
RE: IN-HOUSE--...
- Allie, Th... Tue ...
re: title 1 meeting
- Allie, Th... Tue ...
- Jennife... Mon...
Happy Valentine'...
- Allie, T... Mon...
re: this week's ...
- Ulloa-S... Mon...
RE: IN-HOUSE--...
- Ellen He... Mon ...
Lincoln Culinary ...
- Ulloa-S... Mon...
RE: IN-HOUSE--...
- Barracud... 2/11...
Spam Quarantin...

Good Morning. Just following up to see if you were able to consider a Friday date to bring your class for a ½ day program at our school. Currently we have Friday April 1st available. If you are not able to consider a Friday we would also have the 12th, 13th, and 14th of April available as well. Please let me know as soon as possible so that we can confirm and book the dates.

Thank you.

Ellen Henry
Admissions Coordinator
Lincoln Technical and Culinary Institute
1760 Mapleton Avenue
Suffield, CT 06078
Phone: (860)668-3500 x 47035
ehenry@lincolntech.com

INSURANCE IDENTIFICATION CARD
STATE Connecticut

COMPANY NUMBER	COMPANY	
280	Philadelphia Insurance Company	
POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE
PHPK475986	09/30/10	09/30/11
YEAR	MAKE/MODEL	VEHICLE IDENTIFICATION NUMBER
2000	Dodge Ram Wagon	2B5WB3521YK160825

AGENCY/COMPANY ISSUING CARD
 Bollinger, Inc.
 Short Hills, NJ 07078
 973-467-8005

INSURED
NN Acquisition, LLC

200 Executive Drive Ste 340
West Orange, NJ 07052

COVERAGE MEETS MINIMUM LIABILITY INSURANCE PRESCRIBED BY LAW



March 10, 2011

Dr. Helen L. Gibson
Director of Science, Technology, Health & PE
Holyoke Public Schools
Peck School
1916 Northampton Street
Holyoke, MA 01040

Dear Dr. Gibson:

Thank you for the opportunity to provide more information about Education Development Center's *Salud y Éxito* (*Health and Success*) program. Per your request, I am sending a brief proposal of how EDC would implement and evaluate the program in eligible Holyoke schools. We would be interested in working with all schools that have at least 60% Latino student enrollment and include grades six through eight. A preliminary search on the NCES database showed that six of your K-8 schools meet this criteria.

The goal of *Salud y éxito*, which is funded by the National Institutes of Health, is to support parents of young Latino adolescents in making healthy choices and being successful in school. Informed by research that many Latino youth in the U.S. are at disproportionate risk for teen pregnancy, early sexual initiation, alcohol/drug use, and school dropout, the primary aim of *Salud y Éxito* is to reduce the incidence of such behaviors and improve students' chances for school success.

Implementation of *Salud y éxito*

Salud y éxito is currently being implemented in public schools in Houston and San Antonio, Texas, and Springfield, Massachusetts. EDC has decades of experience implementing and evaluating programs in collaboration with school and district partners, and it has designed the implementation of *Salud y Éxito* to be simple and not involve any cost to schools.

Each participating school will be randomly assigned to have their families receive either the program's booklets or audio CDs. The booklets contain information about healthy living and nutrition; the audio CDs contain engaging, culturally relevant stories that model parental monitoring and involvement, rule-setting, and clear communication. EDC will mail these materials three times when children are in 6th grade, and four times when they are in the 7th grade. At the conclusion of the program, parents who received booklets will be eligible to receive the CDs.

Some schools will be assigned to receive free professional development from EDC, in addition to having their parents receive audio CDs. At these schools, EDC staff will work with school personnel to complement CD distribution with additional outreach to parents. We will provide materials, training, and technical assistance to help schools increase parent participation in school activities. EDC will draw upon its experience with the PALMS project



Health & Human Development Division

(Postsecondary Access for Latino Middle-Grades Students), which has developed print and online tools addressing Latino parent outreach for educators.

Evaluation Activities

A key component of the program is to evaluate the impact of the *Salud y Éxito* audio CDs on families. During the 2011-2012 academic year, all parents (including non-Latino families) with a child in 6th grade will be eligible to participate. EDC will collect data through brief, once-a-year surveys that students can complete in one 50-minute class period. EDC will survey students 3 times over 3 years:

1. At the start of the 6th grade year (before parents have receive any materials)
2. Spring of the 7th grade year (a few months after the last booklet/CD is mailed)
3. Spring of the 8th grade year (approximately a year after the last booklet/CD is mailed)

EDC will mail information to parents about *Salud y Éxito*, including a FAQ sheet and a form that parents can use to indicate that they do not want their child to fill out a survey. EDC will also survey a sample of parents once at the end of their children's 8th grade year. When reporting on results of the evaluation activities, EDC will not disclose the names of participating schools or districts. Schools will receive a \$250 honorarium after the completion of each survey round. Administrative contacts at the school will also receive a \$250 honorarium for assisting EDC with the coordination of survey administration.

EDC is prepared to meet the requirements of the Holyoke Public Schools to obtain approval for the protocol that we will follow to evaluate the effectiveness of *Salud y éxito*. EDC's Institutional Review Board (IRB) has already approved this protocol. In cases where an interested school district does not have a standing IRB, we can arrange for an Institutional Review Board Authorization Agreement through EDC as appropriate.

Sample Materials

The sample materials that we've already provided you would be mailed to families with 6th grade children. Once those children enter 7th grade, we would mail them four new CDs. These latter CDs are currently under production and will be ready for your review by early summer. Similarly, the booklets on nutrition are also in production, but we would be glad to mail you a sample of the first one, which has already been printed.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

Amy Aparicio Clark, M.Ed.
Project Director

Holyoke Public Schools
MEMORANDUM

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

FROM: David A. Lawrence, Director of Human Resources

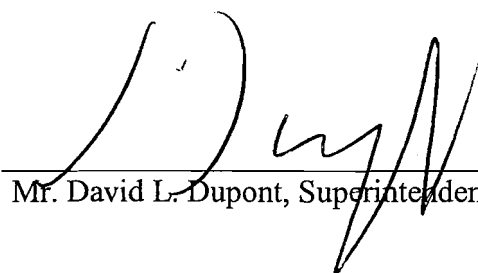
DATE: April 4, 2011

RE: Extended Time Programs

NAME ASSIGNMENT PROGRAM

Deborah Suchocki	System 44 Tutor	Sullivan
Phyllis Kennedy	MCAS Prep	CFE
Lynne Skyeck	MCAS Prep	Sullivan
Candace Leydon	MCAS Prep	Sullivan
Karen Turcotte	MCAS Prep	Sullivan
Kevin Lawson	Saturday School Teacher	Sullivan
Susan Cohen	Saturday School Teacher	CFE
Amy-Jo Curtis	Saturday School Teacher	CFE
Amy Fitzgerald	Saturday School Teacher	CFE
Shawn Germain	Saturday School Teacher	CFE
Andrew Leveton	Saturday School Lead Teacher	CFE
Lisa Ouimet	Saturday School Teacher	CFE
Marilyn Woods	Saturday School Teacher	CFE
Mary Beth DeLisi	Before/Afterschool Teacher	E.N. White
Roberta Duprey	Before/Afterschool Teacher	E.N. White
Carole Gamache	Before/Afterschool Lead Teacher	E.N. White
Lynn Lajoie	Before/Afterschool Teacher	E.N. White
Lindsey King	Before/Afterschool Teacher	E.N. White
Maria Neves-Puffer	Before/Afterschool Teacher	E.N. White
Joanne Marcotte	Before/Afterschool Teacher	E.N. White
Kathleen Plasse	Before/Afterschool Teacher	E.N. White
Deborah Poulin	Before/Afterschool Teacher	E.N. White
Mary Kay Tierney	Before/Afterschool Teacher	E.N. White
Danielle Viel	Before/Afterschool Teacher	E.N. White

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: April 4, 2011

RE: New Appointments

<u>NAME</u>	<u>SCHOOL</u>	<u>ASSIGNMENT</u>	<u>DATE OF HIRE</u>
Teachers			
Christopher Kelly	Dean	Electrical Vocational Instructor	March 30, 2011
Carrie Houle	Peck	Autism RISE Teacher	March 8, 2011
James Barbuto	McMahon	Social Studies Teacher	April 1, 2011
Karla Gartsu	Sullivan	Library Media Specialist	April 11, 2011

Paraprofessional			
Abbie Sudmeier	CFE	Special Education 1:1 Paraprofessional	March 9, 2011
Antonio Daniele	Peck	Special Education Paraprofessional	March 14, 2011
Brigid Callahan	Donahue	Special Education RISE Paraprofessional	March 23, 2011
Luz Soto	Peck	Special Education Paraprofessional	March 22, 2011
Nathaniel Medina	Dean	Paraprofessional	March 14, 2011
Shannon Massey	Dean	Paraprofessional	March 14, 2011

Custodian			
Scott Littlefield	Dean	Jr. Building Custodian	February 25, 2011

Therapist			
Heather Roberts	District Wide	Physical Therapist Assistant	March 23, 2011

Coaches			
Amanda Johansson	HHS	Freshman Softball Coach	Spring Season
David Reinhart	HHS	Assistant Boys Track Coach	Spring Season
Joseph Dutsar	HHS	Varsity Boys Track Coach	Spring Season
Juan Rodriguez	Dean	Varsity Baseball Coach	Spring Season
Kathleen Flaherty	Dean	Varsity Volleyball Coach	Spring Season
Marissa Teed	Dean	Varsity Softball Coach	Spring Season
Mark Fournier	HHS	J.V. Softball Coach	Spring Season
Melanie Dzioba	HHS	Assistant Girls Track Coach	Spring Season
Paula Conway	HHS	Varsity Boys Coach	Spring Season
Peter McAndrew	HHS	Varsity Softball Coach	Spring Season
Scott Taupier	HHS	J.V. Baseball Coach	Spring Season
Steve Morneau	HHS	Varsity Boys Tennis Coach	Spring Season
Thomas Brassil	HHS	Varsity Baseball Coach	Spring Season
William Rigali	HHS	Varsity Girls Tennis Coach	Spring Season
Yvonne Hilyard	HHS	J.V. Softball Coach	Spring Season

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

Holyoke Public Schools
MEMORANDUM

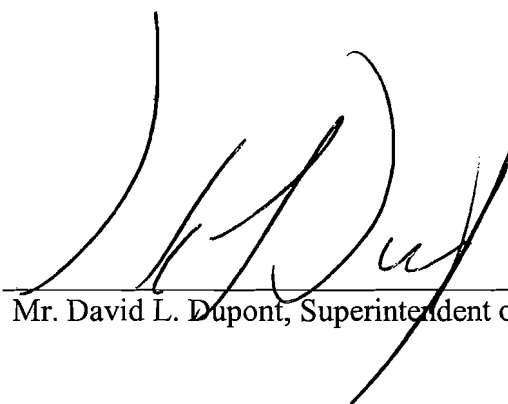
TO: Mr. David L. Dupont, Superintendent of Schools
FROM: David A. Lawrence, Director of Human Resources
DATE: April 4, 2011
RE: Retirements

Name School Assignment Date of Retirement Years of Service

Teachers

Edgar Rodriguez	Dean	Machine Shop Instructor	June 30, 2011	30
Jerome Dunn	Dean	History Teacher	June 30, 2011	17
Zoraida Rivera	Metcalf	Preschool Teacher	June 30, 2011	23

I approve and accept:



Mr. David L. Dupont, Superintendent of Schools

Holyoke Public Schools
MEMORANDUM

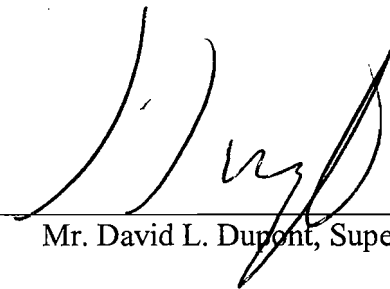
TO: Mr. David L. Dupont, Superintendent of Schools
FROM: David A. Lawrence, Director of Human Resources
DATE: April 4, 2011
RE: Resignations

NAME SCHOOL ASSIGNMENT DATE OF HIRE DATE OF RESIGNATION

Teacher

Heather Brown	McMahon	Special Education Teacher	December 6, 2010	April 25, 2011
Rebecca Malin	Peck	Math Teacher	August 23, 2007	June 30, 2011

I approve and accept:



Mr. David L. Dupont, Superintendent of Schools