



**Southwick-Tolland-Granville Regional School District School Committee  
Regular Meeting**

**DATE: Tuesday, March 20, 2018**

**\*TIME: 5:30 PM**

**\*LOCATION: Powder Mill School Cafeteria**

Powder Mill School, 86 Powder Mill Road, Southwick, MA 01077

**\*NOTE: Time and Location**

**MINUTES**

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

**A. ROUTINE**

**A. Attendance**

The meeting was called to order by Mr. Houle at 5:31 p.m.

The Following were present:

- |                          |  |
|--------------------------|--|
| School Committee:        | <input checked="" type="checkbox"/> Jeffrey Houle, Chairman, Southwick                               |
|                          | <input checked="" type="checkbox"/> George LeBlanc, Vice Chairman, Southwick                         |
|                          | <input checked="" type="checkbox"/> Theodore Locke, Secretary, Tolland<br>Pamela Petschke, Granville |
|                          | <input checked="" type="checkbox"/> Maria Seddon, Southwick.   |
|                          | <input checked="" type="checkbox"/> Jessica Boldyga, Southwick                                       |
|                          | <input checked="" type="checkbox"/> Amy Stack, Southwick   |
| Administration:          | <input checked="" type="checkbox"/> Jennifer Willard, Superintendent                                 |
|                          | <input checked="" type="checkbox"/> Stephen Presnal, Director of Finance and Operations              |
|                          | <input checked="" type="checkbox"/> Amy McLaughlin, Recording Secretary                              |
| Student Representatives: | <input checked="" type="checkbox"/> Margaret Drohen  |
| News Media:              | <input checked="" type="checkbox"/> Southwick News; Westfield Evening News                           |
| Observers:               | <u>Approx. 16</u>  |

**B. EXECUTIVE SESSION**

At 5:31p.m., Mr. Houle called for a motion to enter Executive Session for the purpose of discussion of School Safety and strategy related to the contract negotiations for the Behavior Specialist, Data Manager, Transportation Mechanic and Director of School Nutrition.

With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Maria Seddon, Jessica Boldyga and Amy Stack being present and all voting individually and unanimously, the motion passes.

Motion by LeBlanc, seconded by Locke 6/0/0

1. Move to go into Executive Session to discuss the reputation, character, physical condition or mental health rather than the professional competence of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties; and to reconvene in Open Session.
2. Move to go into Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; and to reconvene in Open Session.
3. Move to go into Executive Session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public and the chair so declares; and to reconvene in Open Session.
4. Move to go into Executive Session to discuss the deployment of security personnel or devices or strategies with respect thereto; and to reconvene in Open Session.

- 5. Move to go into Executive Session to investigate charges of criminal misconduct or to consider the filing of criminal complaints; and to reconvene in Open Session.
- 6. Move to go into Executive Session to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body; and to reconvene in Open Session.
- 7. Move to go into Executive Session to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements; and to reconvene in Open Session.
- 8. Move to go into Executive Session to consider or interview applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening; and to reconvene in Open Session.
- 9. Move to go into Executive Session to meet or confer with a mediator, as defined in section 23C of chapter 233, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or entity; and to reconvene in Open Session.
- 10. Move to go into Executive Session to discuss trade secrets or confidential, competitively-sensitive or other proprietary information; and to reconvene in Open Session.

At 6:03 p.m., Mr. Houle called for a motion to adjourn Executive Session and return to open session. With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Maria Seddon, Jessica Boldyga and Amy Stack all voting individually and unanimously, the motion passes  
 Motion by LeBlanc, seconded by Locke 6/0/0

**B. Opening Ceremony**

Mr. Houle notified everyone present that the meeting was being recorded.  
 Pledge of Allegiance

**C. Secretary's Report**

6/6/2018 Meeting Minutes: Accepted as written  
 Motion by LeBlanc, seconded by Locke 5/0/1 (Boldyga abstain)

**D. Warrants – circulated**

**E. Correspondence**

St. Mary's High School  
 Superintendent Willard reported that she received a phone call from Richard Labrie, from the St. Mary's High School, Westfield, MA, regarding the recent announcement to close St. Mary's High School at the end of the 2017/2018 school year. She stated that he spoke of the interest of St. Mary's High School students to attend Southwick Regional School through the School Choice Program beginning in the fall of 2018.

**C. PUBLIC COMMENT – excluding personnel issues**

None

**D. STUDENT ADVISORY REPORT**

Margaret Drohen reported that spring sport tryouts have begun; the SRS Drama Club presentation of The Wizard of Oz is scheduled for March 23-25; on March 14 students at the Regional School participated in the National School Walk Out where they honored the 17 High School Students who were recently killed in a school shooting in Parkland, FL, students wrote letters to first responders and congressmen, read the names of the victims, observed a 17 second moment of silence and honored SRO Taggart with an American Heart Association recognition for his participation in saving the life of an SRS Teacher in June of 2017; the students then turned the Walk Out into a Walk Up when they returned to the building they worked harder to connect with students they might not otherwise; she and other SRS students attended the Credit for Life Fair at Westfield State University and it was a beneficial learning experience where students were given a credit score and tasked with visiting various stations to obtain mock

financing for houses and cars, etc...; MCAS testing begins for SRS next week; Seniors are voting on the finalists for the Emerald Shield Award; the 7-8<sup>th</sup> grade semiformal dance will take place on Thursday, March 29, 2018.

**E. EDUCATIONAL PRESENTATION**

None

**F. POLICIES**

None – Policy subcommittee meeting scheduled for Wednesday, March 21, 2018

**G. ACTION ITEMS**

A. Approve Behavior Specialist Contract

Move to approve the agreement between the Southwick-Tolland-Granville Regional School Committee and the Behavior Specialist for the period July 1, 2018 through June 30, 2021.

Motion by LeBlanc, seconded by Locke 6/0/0

B. Approve Transportation Mechanic Contract

Move to approve the agreement between the Southwick-Tolland-Granville Regional School Committee and the Transportation Mechanic for the period July 1, 2018 through June 30, 2021.

Motion by LeBlanc, seconded by Locke 6/0/0

C. Approve Director of School Nutrition Contract

Move to approve the agreement between the Southwick-Tolland-Granville Regional School Committee and the Director of School Nutrition for the period July 1, 2018 through June 30, 2021.

Motion by LeBlanc, seconded by Locke 6/0/0

D. Approve changing the Term 3 Grades Close date on the 2017/2018 District Calendar from March 29 to April 6

Move to approve changing the Term 3 Grades Close date on the 2017/2018 District Calendar from March 29, 2018 to April 6, 2018.

Mr. Houle asked Superintendent Willard to remind the Principals that Communication of this change to the parents, staff and students be made quickly.

Motion by LeBlanc, seconded by Locke 6/0/0

E. Approve the Southwick Regional School Changes to the Program of Studies

Move to approve the changes to the 2018/2019 Southwick Regional School Program of Studies.

Ms. Seddon noted that the current program of studies lists the Ice Hockey program, which has yet to be approved by the School Committee. Ms. Stack also noted that the graduation requirements will be reviewed in the Policy subcommittee and Mr. Houle asked that the review of those requirements consider the state college requirements which are also listed in the program.

Motion by LeBlanc, seconded by Locke 6/0/0

**F. REPORTS**

A. Superintendent & Director of Finance and Operations

Budget Hearing

Superintendent Willard and Mr. Presnal presented the proposed FY2019 budget and took the Committee through their presentation.

Ms. Willard began by reviewing the budget process timeline and highlighted that the School Committee will take action on the budget at the April 3, 2018 meeting and that on April 4, 2018 the warrant article language will be forwarded to the Towns in advance of their Annual Town Meetings. She then discussed the educational initiatives that the FY19 Budget will support which include maintaining reduced class sizes at K-2; continued Professional Development for staff with a focus on mathematics and curriculum development, and technology in the classroom and instructional coaching and with increased infrastructure and the addition of a STEM Instructional Coach.

Ms. Willard then reviewed the mechanics of budget development and discussed how enrollment impacts revenue. She also identified fixed cost increases which will affect the budget in FY19. She also reviewed the Governor's Proposed budget and Minimum Local Contribution Increases and Chapter 70 Funding. She explained how each of the budget components, including large offsets, help balance the budget.

Mr. Presnal then explained the budget components of revenue and expenditures in more detail and showed their comparison over past years. He discussed the Town assessments and noted that the assessments are primarily driven by the minimum location contribution.

Ms. Willard closed out the presentation by reviewing the budget's impact on the success of the District, again highlighting key initiatives of reduced class sizes, additional technology both in access and education, inclusive Special Education practices, increased professional development and job embed coaching for staff, all of which lead to more personalized, student centered instruction. She then identified the Capital Improvement needs of the District and stated that they anticipated a need for \$600,000 -\$700,000 in Capital Borrowing for FY19.

Ms. Willard and Mr. Presnal thanked all of the representatives from the Towns that attended

#### **G. PUBLIC COMMENT -- excluding personnel issues**

Ted Sussman, Granville, MA stated that small class sizes is a tried and true method for improved instruction and hopes the District will sustain those sizes. He also stated that as technology becomes more of a part of instruction, training will be important.

#### **H. ADJOURNMENT**

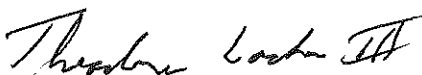
At 6:57 p.m., a motion was made to adjourn the meeting.

With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Maria Seddon, Jessica Boldyga and Amy Stack all voting individually and unanimously, the motion passes

Motion by LeBlanc, seconded by Locke 6/0/0

Meeting adjourned at 6:57 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

#### **I. STAFFING**

#### **J. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING:**

- Agenda for the March 20, 2018 meeting
- Minutes for March 6, 2018 meeting
- Contract: Behavior Specialist
- Contract: Data Manager
- Contract: Food Service Director
- Contract: Transportation Mechanic
- 2017/2018 District Calendar v2.5
- SRS 2018/2019 Program of Studies
- FY19 Budget Presentation
- FY19 Budget Report and Proposed Regional School Assessment