



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

DATE: Tuesday, September 18, 2018

TIME: 5:00 P.M. Executive Session

5:30 P.M. Regular Session

LOCATION: Superintendent's Conference Room
Powder Mill School, 86 Powder Mill Road, Southwick, MA

MINUTES

I. ROUTINE

A. Attendance

The meeting was called to order by Mr. Houle at 5:02 p.m.

The Following were present:

- | | |
|--------------------------|---|
| School Committee: | <input checked="" type="checkbox"/> Jeffrey Houle, Southwick |
| | <input checked="" type="checkbox"/> George LeBlanc, Southwick |
| | <input checked="" type="checkbox"/> Theodore Locke, Tolland |
| | <input checked="" type="checkbox"/> Pamela Petschke, Granville exit at 6:26 p.m., return at 6:31 p.m. |
| | <input checked="" type="checkbox"/> Chelsea Berry, 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"/> Rebecca Drohen, Reese Couture arrive at 5:37 p.m. |
| News Media: | <input checked="" type="checkbox"/> Westfield Evening News |
| Observers: | <u>9</u> |

II. EXECUTIVE SESSION

At 5:00 p.m. a motion was made to go into Executive session and reconvene in open session.

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

Motion by LeBlanc, seconded by Locke 7/0/0

- 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.

Discussions of Contracts and Addendum for review: Principal; Transportation Assistant

At 5:37 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, Chelsea Berry, Pamela Petschke, Amy Stack and Jessica Boldyga being present and all voting individually and unanimously, the motion passes.

Motion by LeBlanc, seconded by Locke 7/0/0

III. ROUTINE

B. Opening Ceremony

Pledge of Allegiance

C. Secretary's Report

9/4/2018 Meeting Minutes: Accepted as written

Motion by LeBlanc, seconded by Locke 7/0/0

D. Warrants – circulated

E. Correspondence

Ms. Willard reported that she received a review request from SRS Band Director Richard Quinn on new uniforms. Mr. Quinn was requesting clarification on the label that should appear on the uniforms. Ms. Willard recommended that the uniforms simply say "SRS". The Committee members agreed.

Mr. LeBlanc asked Ms. Willard to confirm the funding source for the uniforms.

IV. PUBLIC COMMENT – excluding personnel issues

None

V. STUDENT ADVISORY REPORT

Rebecca Drohen and Reese Couture reported that the SRS class of 2020 hosted a hat day to fundraise for cancer; spirit week was coming up with the pep rally taking place on that Friday and Saturday, September 22, 2018 will be homecoming with all sports teams having a home game or meet; Colleges are beginning to visit; PSAT registration is open with the test date on October 13, 2018; the spring trip to Ireland is beginning to generate interest.

Ms. Berry asked if the 7th and 8th grade students will participate in the pep rally and Ms. Drohen confirmed that they would.

VI. EDUCATIONAL PRESENTATION

A. AED Donation: Susan Canning, Kev's Foundation and the SRS Health and Careers Club

Superintendent Willard introduced Susan Canning from Kev's Foundation and Ms. Lamoureaux advisor of the SRS Health and Careers Club. Ms. Lamoureaux introduced student members of the club, Jackie Seddon, President and Arden Massoia, Vice President and spoke to the fundraising efforts of the students. Ms. Canning

presented the AED to the students. Jackie Seddon then thanked the Select Boards of each of the three towns Southwick, Tolland and Granville and many local community businesses and members for their donations which totaled over \$6000.00

- B. Southwick Regional School Field Trip: Serena Shorter, Assistant Principal, Southwick Regional School
Ms. Shorter reported to the Committee that due to a multitude of factors including the desire for an experience that more closely aligns with the curriculum, the Administration at the Regional School have been exploring alternative options to the annual 8th grade Washington, DC trip. She explained that as part of the evaluation process, a survey was conducted of 7th and 8th grade parents and survey results revealed that they were receptive to an alternative. The decision had been made to replace the 8th grade Washington, DC trip with two one-day trips. The first to Boston, MA and the second to Sonny's Place in Somers, CT. The trips are designed to provide education, fun, bonding among students and faculty involvement that has a shorter travel time commitment and allows more students to take advantage of the opportunity. Ms. Shorter also highlighted that in grades 9-12 there are other trips that are offered that also include the overnight component, including international travel. She also stated that with fundraising efforts it was possible that students could raise enough money to pay for all, or nearly all of the trip, and there are also other funding options for students in need. Ms. Shorter stated that after completion of the trips in 2019, the team would re-evaluate and make adjustment for the coming year.

The Committee supported the decision and discussed options to consider to take full advantage of a visit to Boston, the State Capital.

I. POLICIES

Ms. Stack reported that the subcommittee had just met and that there would be three policies coming for a 1st reading at the October 2, 2018 meeting.

The action item on the agenda for student activity account adjustments is actually a policy revision that needs to take place. Mr. Presnal explained that the District's independent auditor recommended an increase in the limits as well as adjustments to limits on check writing by the principals. Ms. Stack asked if these should be identified as policy or procedure. Mr. Houle asked about a two signature requirement for checks. Mr. Presnal stated that he would present to the policy subcommittee for them to review both policy and procedures.

VII. ACTION ITEMS

- A. Approve Home Education Proposals for 2018/2019 School Year
Move to approve Home Education Plans HS-1819-28 through HS-1819-30 for the 2018/2019 School Year.
Motion by LeBlanc, seconded by Locke Motion Passes: 6/0/0 (Petschke absent)
- B. Approve Use of District Transportation for Granville Harvest Fair
Move to approve the use of District Transportation Department buses for the 2018 Granville Harvest Fair.
Mr. LeBlanc proposed amending the action item to include the ability for other Towns in the District to be able to make a similar request. Mr. Houle stated that would be a policy revision, so no change was made to the action item.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0
- C. Approve MOU for Joseph Turmel
Move to approve the Memorandum of Understanding between the Southwick-Tolland-Granville Regional School Committee and Joseph Turmel, Southwick Regional School Principal.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0
- D. Approve amending the current limits for Student Activity Checking Accounts – table until next meeting
Mr. Houle moved to table amending the current limits for student activity checking accounts.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0

E. Approve 2018/2019 District Strategic Plan

Move to approve the Southwick-Tolland-Granville Regional School District Strategic Plan 2017-2020, Rev. 2.0.

Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0

F. Retirement Resolutions

Be it resolved, that the Southwick-Tolland-Granville Regional School Committee hereby extend their congratulations to Luanne Savva in recognition of twenty-one years of excellence as a paraprofessional and we hereby convey our sincere appreciation for your valuable efforts, dedicated service, and assistance rendered, which has enhanced the image of the Southwick-Tolland-Granville Regional Schools, and a record of these resolutions shall be permanently entered into the minutes of this School District.

Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0

Be it resolved, that the Southwick-Tolland-Granville Regional School Committee hereby extend their congratulations to Peter DeMello in recognition of twenty-nine years of teaching excellence and we hereby convey our sincere appreciation for your valuable efforts, dedicated service, and assistance rendered, which has enhanced the image of the Southwick-Tolland-Granville Regional Schools, and a record of these resolutions shall be permanently entered into the minutes of this School District.

Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0

Ms. Boldyga noted that a copy of the School Committee Minutes with the resolution would be a nice memento for the retirees.

II. **REPORTS**

A. Superintendent

None

B. Director of Finance and Operations

Energy Efficiency with Eversource

Mr. Presnal updated the Committee that the Eversource energy efficiency project is being adjusted in that it will be executed in phases so that it complies with procurement regulations. The result is that it will take longer to complete. The total improvements will not be minimized.

III. **SUB COMMITTEES AND LIAISONS**

No Reports

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

Diane Houle, Southwick, MA. Ms. Houle stated that if the 8th graders are no longer going to have the Washington, DC trip, perhaps the seniors could go to Washington, DC. This would provide the valuable bonding opportunities for students and the seniors would have had the curriculum so that they understand more of the trip.

V. **COMMITTEE DISCUSSION**

A. **Old Business**

School Building Project

Mr. LeBlanc asked if there would be a final Building Committee Meeting to closeout the project. Mr. Presnal stated that the MSBA officially closed out the meeting in June 2018 and the Committee could be reconvened to review the final financial report. Mr. Locked agreed that a final meeting should occur.

Southwick 250th

Ms. Berry reported that she is a member of the events workgroup and that the groups are looking for volunteers. She also reported that the Dickinson School Trust is seeking student volunteers to clean headstones at the cemetery. Ms. Willard reported that students at SRS participated last year and would be willing to do so again.

B. New Business

A. SRS Parking Fee

Mr. Houle asked Ms. Willard to review the SRS Parking Fees and to please identify the use of the monies.

B. Senior Photos

Ms. Berry asked if students have to pay for senior photos to appear in the yearbook if they don't want to order them.

C. AED Legislation

Ms. Stack asked if the District is in compliance with the new AED Legislation mentioned by Ms. Canning in her presentation. Ms. Willard stated that the District is.

VI. ADJOURNMENT

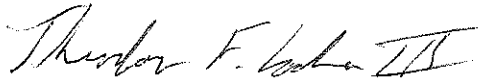
At 6:58 p.m., a motion was made to adjourn the meeting.

With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Chelsea Berry, Amy Stack, Pamela Petschke, and Jessica Boldyga all voting individually and unanimously, the motion passes

Motion by LeBlanc, seconded by Locke 7/0/0

Meeting adjourned at 6:58 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

VII. STAFFING

Appointments

Meagan Phillips

Paraprofessional PMS

9/17/2018

Resignations

Retirements

VIII. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING:

- Agenda for the September 18, 2018 meeting
- Minutes for September 4, 2018 meeting
- Memorandum Of Understanding between the Southwick-Tolland-Granville Regional School Committee and the SRS Principal
- Agreement Between the Southwick-Tolland-Granville Regional School District and the Assistant to the School Transportation Supervisor.
- Agreement Between the Southwick-Tolland-Granville Regional School District and the Principal – Southwick Regional School.
- Southwick-Tolland-Granville Regional School District Contract Tracking
- 8th Grade Class Trip to Boston, MA
- 2018/2019 Home Education Proposals
- Granville Harvest Fair Committee Request
- 2017/2020 District Strategic Plan Rev 2.0