



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

DATE: Tuesday, October 2, 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 01077

MINUTES

I. ROUTINE

A. Attendance

The meeting was called to order by Mr. Houle at 5:00 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 |
| | <input checked="" type="checkbox"/> Chelsea Berry, Southwick |
| | <input checked="" type="checkbox"/> Jessica Boldyga, Southwick |
| | <input checked="" type="checkbox"/> Amy Stack, Southwick arrive at 5:01 p.m. |
| 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"/> none |
| News Media: | <input checked="" type="checkbox"/> Westfield Evening News |
| Observers: | <u>Approx. 50 beginning at 5:33 p.m.</u> |

II. EXECUTIVE SESSION (5:00 p.m.)

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, Pamela Petschke and Jessica Boldyga 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.

Discussions of Contract for the Network Administrator

At 5:30 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 (5:33 p.m.)

- B. Opening Ceremony
Pledge of Allegiance
- C. Secretary's Report
9/18/2018 Meeting Minutes: Accepted as written
Motion by LeBlanc, seconded by Locke 7/0/0
- D. Warrants - circulated
- E. Correspondence - none

IV. PUBLIC COMMENT – excluding personnel issues

V. STUDENT ADVISORY REPORT

VI. EDUCATIONAL PRESENTATION

- A. Woodland School, Kimberley Saso, Principal
Mrs. Saso introduced the student participants, School Adjustment Counselors Ms. Regnier-Pelletier and Ms. Rigby, and the first grade team: Ms. Angelica, Ms. Wheeler, Ms. Duquette, Ms. Saltmarsh, Ms. Fydenkevez, Ms. Long and Ms. Bednarski. Ms. Regnier-Pelletier and Ms. Rigby presented the Woodland CARES positive behavioral interventions and support that are in place at Woodland School. They reviewed the definitions and reinforcement activities that have been in place at Woodland School which include marble jars and a ticket system for positive behavior. Mrs. Saso explained that at the recent staff collaboration day, staff teams developed cheers to go with the Woodland CARES model. The first grade team had the winning cheer and together with the students in attendance, the teachers did the cheer.
- B. Go Bags and School Safety Grant, Officer Michael Taggart, Representative Nicholas Boldyga, Senator Don Humason
Ms. Willard introduced School Resource Officer Taggart and Representative Boldyga for their work on District safety and also funding. She also recognized Senator Humason who was unable to attend.

Officer Taggart began his presentation by recognizing Southwick Police Chief Bishop, Granville Police Chief Flebotte, Granville Lieutenant Rindels, Southwick Fire Chief Anderson and Representative Boldyga, all in attendance. He reviewed the safety procedures in place in the District as well as upgrades that were made as a result of the grant money secured by Representative Boldyga in the 2017/2018 school year. A large portion of the funds were used for "Go Bags" that have been placed in every classroom and office in the District. In the event of an emergency the bags contain an assortment of security, first aid and basic supplies. In addition to the "Go Bags" money was also used to upgrade security cameras. He also explained that the additional funding will be used for several items including an external light system to let visitors know that the building should not be entered.

Committee members inquired about training and education for staff, students and the community. Officer Taggart explained that training is ongoing and there is a plan in place to continue staff and student education and to reach out to community members.

Southwick Police Chief Bishop introduced himself to the Committee and expressed his full support for the safety and security of the schools.

Ms. Willard thanked everyone involved and introduced Representative Boldyga. Representative Boldyga recognized his partnership with Senator Donald Humason in securing two \$50,000 grants for the Southwick-Tolland-Granville Regional School District in 2017/2018 and 2018/2019. He presented the District with a check for \$100,000.

- C. Ice Hockey Program Update, Joseph Turmel, Interim Athletic Director
The Ice Hockey Presentation was tabled until an upcoming meeting because Mr. Turmel was unable to attend because of the thunderstorm and torrential downpours that were interrupting the SRS home athletic events.
- D. Alternative Learning Days Update, Jenny Sullivan, Director of Curriculum and Instruction
Ms. Sullivan stated that the District had developed a plan for alternative learning days and when they contacted the Massachusetts Department of Elementary and Secondary Education about the plan that had been developed, DESE advised the District to wait on their plan because the State was reviewing alternative learning days. The State has yet to release those guidelines and is only now beginning to form a review committee. Therefore, the District will not have an answer on their proposed program before the upcoming winter season, and there will be no alternative structured learning days. The Committee thanked Ms. Sullivan for her work and the update.

VII. POLICIES

1st Reading:

ACAB Sexual Harassment – Update to the Policy includes changing some language and adding the names of two hearing officers. No additional comments.
EEAA Walkers and Riders – Key element of this policy is that the Transportation Supervisor can make changes to stops based on road conditions. No additional comments.
EEAED Bus Stop Procedure – Key elements of this policy are drop off procedures for students at different age levels and exceptions for group stops. Ms. Petscheke commented that she'd like to be sure parents are informed once the policy is accepted.

VIII. ACTION ITEMS

- A. Approve Contract Agreement for Principal
Move to approve the agreement between the Southwick-Tolland-Granville Regional School Committee and the SRS Principal for the period July 1, 2018 through June 30, 2021.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0
- B. Approve Contract Agreement for Network Administrator
Move to approve the agreement between the Southwick-Tolland-Granville Regional School Committee and the Network Administrator for the period October 3, 2018 through June 30, 2019.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0
- C. Approve Home Education Proposals for 2018/2019 School Year
Move to approve Home Education Plan HS-1819-31 for the 2018/2019 School Year.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0
- D. Approve SRS Fundraisers for 2018/2019
Move to approve 2018/2019 fundraisers for Southwick Regional School.
Ms. Berry asked if the candy fundraisers are in alignment with the school wellness policy. Ms. Willard stated that the candy pieces in these fundraisers are a small item.
Motion by LeBlanc, seconded by Locke Motion Passes: 7/0/0

IX. REPORTS

- A. Superintendent
None
- B. Director of Finance and Operations
None

X. SUB COMMITTEES AND LIAISONS

- A. Negotiations – will need to convene and review upcoming contracts
- B. Finance – Ms. Boldyga reported on the most recent review by the Finance subcommittee which included student activity accounts policy, school nutrition policy, the Sewer Project finalization, capital planning for the upcoming budget, Moody's rating, and updates on expenditures.

- C. Policy – Ms. Stack reported that the Policy subcommittee would continue their review of a policy on scholarships, cash approval, food services and social media.
- D. Instructional Leadership Liaison – Ms. Petschke reported that the first meeting had just occurred and there was good representation at all three schools and the Instructional Coaches presented their roles in the District.
- E. LPVEC – Next meeting 10/17/2018
- F. Transportation – Next meeting on Friday 10/5/2018

XI. PUBLIC COMMENT – excluding personnel issues

None

XII. COMMITTEE DISCUSSION

A. Old Business

Ms. Petschke commented that she hopes that the Woodland CARES and Power Mill School ROCKS programs are implemented consistently. She also asked if there is a program at Southwick Regional School. Ms. Willard stated that a program at SRS is part of the strategic plan but will look different at each school. Mr. Houle commented that he appreciates that Ms. Saso has also implemented the program with staff, including premium parking spaces, etc.

B. New Business

None

XIII. EXECUTIVE SESSION

To follow regular session only if needed.

None

XIV. ADJOURNMENT

At 6:46 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 6:46 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

XV. STAFFING

Appointments

Meagan Phillips	PMS Paraprofessional	9/12/2018
Tami Russell	PMS Paraprofessional	10/1/2018

Resignations

Retirements

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

- Agenda for the October 2, 2018 meeting
- Minutes for September 18, 2018 meeting
- Agreement between the Southwick-Tolland-Granville Regional School District and the Principal – Southwick Regional School.
- Agreement Between the Southwick-Tolland-Granville Regional School District and the Network Administrator
- Policy ACAB Sexual Harassment
- Policy EEAA Walkers and Riders
- Policy EEAED Bus Stop Procedure
- 2018/2019 Home Education Proposals
- SRS Fundraisers for 18/19 School Year