



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

DATE: Tuesday, October 16, 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. LeBlanc at 5:05 p.m.

The Following were present:

- | | | |
|--------------------------|-------------------------------------|---|
| School Committee: | <input type="checkbox"/> | Jeffrey Houle, Chairperson, Southwick |
| | <input checked="" type="checkbox"/> | George LeBlanc, Vice Chairperson, Southwick |
| | <input checked="" type="checkbox"/> | Theodore Locke, Secretary, 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. |
| Administration: | <input checked="" type="checkbox"/> | Jennifer Willard, Superintendent |
| | <input 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. 10 beginning at 5:32 p.m.</u> |

II. EXECUTIVE SESSION

At 5:05 p.m. a motion was made to go into Executive session and reconvene in open session.

With the members 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 Locke, seconded by Petschke 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 Transportation Assistant as well as contracts expiring June 30, 2019 including Teacher Contract.

At 5:21 p.m. Ms. Petschke excused herself from discussions relating to the teacher's contract due to conflict of interest.

At 5:31 p.m. Mr. LeBlanc called for a motion to adjourn Executive Session and return to open session. With the members George LeBlanc, Theodore Locke, Chelsea Berry, Amy Stack and Jessica Boldyga being present and all voting individually and unanimously, the motion passes.

Motion by Locke, seconded by Berry 5/0/0 (Petschke excused)

III. ROUTINE

Mr. LeBlanc called the open meeting to order at 5:32 p.m.

B. Opening Ceremony

Pledge of Allegiance

C. Secretary's Report

10/2/2018 Meeting Minutes: Accepted as written

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

D. Warrants - circulated

E. Correspondence

Ms. Willard reported on an email sent to the Committee by Mr. Peter Demling of the Amherst-Pelham Regional School Committee requesting support from the District regarding the impact of charter schools on local districts. The Committee noted that some letters were sent in 2016 and would like more information on those letters if possible.

IV. PUBLIC COMMENT – excluding personnel issues

V. STUDENT ADVISORY REPORT

VI. EDUCATIONAL PRESENTATION

A. Student Awards, Superintendent Willard

Superintendent Willard presented awards to three distinguished Southwick Regional School Seniors:

Massachusetts Association of School Superintendents, Certificate of Academic Excellence

The Massachusetts Association of School Superintendents Certificate of Academic Excellence is given to high school students who have distinguished themselves in the pursuit of excellence during their high school careers.

The recipient of this year's award is Emily Giancola.

National Merit Scholarship Program, Letter of Commendation

The National Merit Scholarship Program, recognizes commended students for their outstanding potential for academic success.

Superintendent Willard presented the award to Emily Giancola.

National School Development Council, Award for Academic Growth and Student Leadership in Learning

The National School Development Council is a network of regional school study councils that supports excellence, equity and continuous educational improvement. The N.S.D.C award is presented to high school seniors who have consistently pursued a high level of academic effort, and who have also served as positive role models for the student body. Recipients of the award exemplify admirable character and accomplishment.

The recipients of this year's N.S.D.C. awards are Jacqueline Seddon and A'Jenai Thompson.

B. Southwick Regional School 2020 International Trip to Spain, Ms. Mahoney

Southwick Regional School Foreign Language Teacher Pamela Mahoney presented to the Committee her proposal for a 2020 international trip to Spain to take place during April vacation of 2020. Ms. Mahoney explained the selection of the vendor, pricing information and overview of the trip itinerary. Committee members asked about fundraising and the number of students who typically participate. Ms. Mahoney responded that the fundraising depends on the group and there are often individual and group fundraisers. She stated that approximately 20 students per year participate in the international trips.

VII. ACTION ITEMS

- A. Mr. LeBlanc asked for Committee permission to take the agenda out of order and approve out-of-state field trip to Spain for 2020.

Move to approve the Southwick Regional School 2020 Field Trip to Spain.

Motion by Locke, seconded by Petschke

Motion Passes: 6/0/0

VIII. EDUCATIONAL PRESENTATION

- C. Superintendent's Goals, Superintendent Willard

Superintendent Willard reviewed her 2018/2019 goals with the Committee. She highlighted that the student learning goal has a District focus on math for 2018/2019 and she is seeing powerful shifts with teachers during the walkthroughs. She stated that both teachers and students are digging deeper and she is excited about the direction instruction is taking.

She also talked about her goals overall and how they will influence the goals of the building principals. Specifically a fair and effective teacher evaluation is something that principals are also going to be working on this year.

The Committee members complimented Ms. Willard on her instructional leadership and talked about their excitement in the direction that the curriculum is taking.

IX. POLICIES

2nd Reading:

ACAB Sexual Harassment - no comments

EEAA Walkers and Riders - no comments

EEAED Bus Stop Procedure - no comments

X. ACTION ITEMS

- A. Approve Fundraisers for Class of 2022

Move to approve the SRS 2018 Winter Themed Fundraiser for the Class of 2022.

Motion by Locke, seconded by Petschke

Motion Passes: 6/0/0

- B. Approve Giving Tree Fundraiser

Move to approve the 2018 Giving Tree Fundraiser.

Motion by Locke, seconded by Petschke

Motion Passes: 6/0/0

- C. Retirement Resolutions

Be it resolved, that the Southwick-Tolland-Granville Regional School Committee hereby extend their congratulations to Diane Surreira in recognition of eleven 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 Locke, seconded by Petschke

Motion Passes: 6/0/0

Be it resolved, that the Southwick-Tolland-Granville Regional School Committee hereby extend their congratulations to Laurie Straut in recognition of twenty-nine years of transportation 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.

Ms. Berry thanked Ms. Straut for waiting for her when she was a student riding the bus.

Motion by Locke, seconded by Petschke

Motion Passes: 6/0/0

- D. Appoint Theodore Locke the MASC Delegate
Move to appoint Theodore Locke as the Official Voting Delegate to MASC Annual Meeting (Nov. 6-9, 2018).
 Motion by Locke, seconded by Petschke Motion Passes: 5/0/1 (Locke abstain)
- E. Approve one grade 4 school choice seat for existing student
Move to approve one Grade 4 School Choice Seat for the 2018/2019 School Year.
 Motion by Locke, seconded by Petschke Motion Passes: 6/0/0
- F. Approve contract agreement for Transportation Assistant
Move to approve the contract agreement between the Southwick-Tolland-Granville Regional School District and the Southwick-Tolland-Granville Assistant to the School Transportation Supervisor for the period July 1, 2018 through June 30, 2021.
 M Motion by Locke, seconded by Petschke Motion Passes: 6/0/0

XI. REPORTS

- A. Superintendent
 MCAS Test Results – Spring 2018
 Superintendent Willard reported that the District has received the MCAS test results for the spring of 2018. She provided summary reports to the Committee and notified them that the building principals will come to present their school's data at an upcoming meeting.
- Ms. Willard also reported that as part of the data reflection, she has asked the ELA Instructional Coach to identify correlations between BAS reading assessment reading levels and ELA test results. A correlation was found and this data will be used to influence reading instruction. Ms. Willard stated that principals are really evaluating the data and making efforts to translate it into purposeful and directed instruction. The data will also be shared with teachers.
- Ms. Willard reminded the Committee that 2018 was only year two of the MCAS 2.0.

- B. Director of Finance and Operations
 None

XII. SUB COMMITTEES AND LIAISONS

- A. Negotiations – will need to convene and review upcoming contracts a date to be determined by Ms. McLaughlin
 B. Finance – Mr. Locke reported that he is interested in rescheduling the meeting. Ms. McLaughlin to review with Mr. Presnal.
 C. Policy – Ms. Stack reported that the Policy subcommittee had just met and reviewed several policies. Ms. Petschke reminded the policy subcommittee that communication would be needed for families for the Walkers&Riders policy.
 D. Instructional Leadership Liaison – the next meeting is scheduled for November 8' 2018.

XIII. PUBLIC COMMENT – excluding personnel issues

None

XIV. COMMITTEE DISCUSSION

- A. Old Business
 B. New Business

Ms. Stack notified the Committee that she will be unable to attend the November 5, 2018 meeting.

XV. EXECUTIVE SESSION

To follow regular session only if needed.

None

XVI. ADJOURNMENT

At 6:45 p.m., a motion was made to adjourn the meeting.

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

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

Meeting adjourned at 6:45 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

XVII. STAFFING

Appointments

Christopher Parent Network Administrator, District 10/3/2018

Resignations

Retirements

Robin Bennett Speech Language Pathologist 6/30/2019

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

- Agreement between the Southwick-Tolland-Granville Regional School District and the Assistant to the School Transportation Supervisor
- Contracts expiring on June 30, 2019
- Agenda for the October 16, 2018 meeting
- Minutes for October 2, 2018 meeting
- Peter Demling email dated 10/7/2018
- Field Trip Request Form: Destination Spain
- Educational Travel Permission Request: Destination Spain
- Superintendent Goal for 2018-2019, Jennifer C. Willard
- Policy ACAB Sexual Harassment
- Policy EEAA Walkers and Riders
- Policy EEAED Bus Stop Procedure
- SRS Fundraisers for 18/19 School Year
- Memorandum: Fundraising for Giving Tree
- Grade 4 School Choice Application
- STGRSD Spring 2018 MCAS Data Summaries

