



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, April 4, 2017

TIME: 6:00 PM

LOCATION: Superintendent's Conference Room, Powder Mill School, 86 Powder Mill Road, Southwick, MA 01077

MINUTES

A. ROUTINE

A. Attendance

The meeting was called to order by the Chairperson of the School Committee, Mr. Houle at 6:00 pm

The Following were present:

School Committee:	Jeffrey Houle, Chairperson George LeBlanc, Vice Chair Theodore Locke, Secretary (Tolland Rep.) Jean McGivney-Burelle Kelly Clendenin Pamela Petschke (Granville Rep.) Maria Seddon
Administration:	Jennifer Willard, Superintendent Stephen Presnal, Business Manager Amy McLaughlin, Recording Secretary
Student Representatives:	Margaret Drohen Carlos Pereira
News Media:	Westfield Evening News
Observers:	8

B. OPENING CEREMONY – Pledge of Allegiance

B. EXECUTIVE SESSION –

TIME: 6:02 p.m.

At 6:02 p.m., a motion was made to adjourn to Executive Session for discussion prior to budget vote.

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.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Jean McGivney-Burrelle, Pamela Petschke, Kelly Clendenin and Maria Seddon being present and voting individually and unanimously, the motion passes.

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

At 6:28 p.m., a motion was made to adjourn Executive Session and return to Open Session.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Jean McGivney-Burrelle, Pamela Petschke, Kelly Clendenin and Maria Seddon being present and voting individually and unanimously, the motion passes.

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

Return to Open Session at 6:30 p.m.

C. ROUTINE

Chairman Houle notified Committee members and observers that the meeting was is being recorded. Once the minutes of the meeting are approved, the audio recording will be posted to the District website along with the minutes.

C. Secretary's Report

3/21/2017 Meeting Minutes: Accepted as written

Motion by LeBlanc, seconded by Locke 4/0/3; (3 Abstain: LeBlanc, McGivney-Burrelle, Clendenin)

D. Warrants - Circulated

E. Correspondence

Mr. Presnal stated that he received a letter from the Commonwealth regarding their efforts to address the issue of Asbestos in public schools under the AHERA act. Mr. Presnal stated that all building principals have received a copy of the letter and he will be submitting a response to the letter. He notified the Committee that virtually all of the Asbestos had been removed from buildings on the Southwick Campus during renovations and the building project. There is some remaining Asbestos containing materials at the Granville Village School and Mr. Presnal will be sure to pass that information along to the Town of Granville should the building no longer be part of the District.

D. PUBLIC COMMENT – excluding personnel issues

Diane Houle of Southwick, MA commented that the Southwick Regional School did a phenomenal job on their recent production of the Addams Family Musical.

E. STUDENT ADVISORY REPORT

Carlos Periera and Margaret Drohen reported: the recent spring play was a huge success; winter term has just finished and report cards will be distributed; the spring sports season is underway; students are looking forward to the upcoming April vacation which will also be when the France and England trip takes place; AP Exams are coming up soon.

F. EDUCATIONAL PRESENTATION - NONE

G. ACTION ITEMS

1. Move to approve the FY2018 Southwick-Tolland-Granville Regional School District assessment ratios to the member towns, as follows:

	<u>Southwick</u>	<u>Tolland</u>	<u>Granville</u>	<u>TOTAL</u>
Operating Assessment Ratios	83.98%	3.17%	12.85%	100%
Capital Assessment Ratios	83.11%	3.69%	13.20%	100%

Mr. Houle asked for confirmation from Mr. Presnal regarding the ratios determination as per the regional agreement. Mr. Presnal confirmed that the Operating Assessment Ratios are modified each year based on student enrollment, the Capital Assessment Ratios is re-calculated every five years and it has been recalculated for 2018.

A motion was made to approve:

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

2. Move to approve the Southwick-Tolland-Granville Regional School District FY2018 Budget in the amount of \$24,532,362.00.

Mr. Presnal highlighted some changes from the Public Hearing which were primarily related to salary funding and additional enrollment at Smith Vocational. Mr. Presnal stated that this budget reflects approximately a 1% decrease from 2017.

A motion was made to approve:

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

3. Move to approve the FY2018 Southwick-Tolland-Granville Regional School District assessment ratios to the member towns, as follows:

	<u>Town</u>	<u>Appor.%</u>	<u>Assessment</u>
Operating Assessment (Transportation)	Southwick	83.98	\$587,859.00
	Tolland	3.17	\$22,190.00
	Granville	12.85	\$89,950.00
Capital Assessment	Southwick	83.11	\$1,708,488.00
	Tolland	3.69	\$75,855.00
	Granville	13.20	\$271,353.00
Minimum Contribution	Southwick		\$8,567,984.00
	Tolland		\$401,331.00
	Granville		\$1,444,565.00

Discretionary Charges	Southwick	83.98	\$9,620.00
	Tolland	3.17	\$363.00
	Granville	12.85	\$1,472.00
Non-Discretionary (District Services to Town)	Southwick		\$12,000.00
	Tolland		---
	Granville		---
TOTAL ASSESSMENT	Southwick		\$10,885,951.00
	Tolland		\$499,739.00
	Granville		\$1,807,340.00

A motion was made to approve:

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

4. Move to approve the authorization to incur debt by the issuance and sale of bonds or notes for the amount of \$600,000 for the purchase of all items specified in the STGRSD FY2018 Capital Improvement Plan, as follows:

Transportation Vehicles	\$200,000.00
Technology	\$ 65,000.00
Equipment	\$ 50,000.00
Grounds/Paving	\$160,000.00
Buildings	\$ 25,000.00
Playground	\$100,000.00

Ms. Petschke asked if the District/Committee was locked into the amounts listed for the items specified in the Capital Improvement Plan or if these are estimates? Ms. Willard confirmed that these are estimates and Mr. Presnal stated that the Committee can vote to re-appropriate the funds for other purposes.

Mr. Houle informed the Committee that the District is planning to apply for Community Preservation Act Funding through the Southwick Community Preservation Committee for the playground project and if funds are provided, some of the Capital Improvement Plan funds for the playground could be reallocated. Superintendent Willard is working with the Powder Mill principal on identifying the needs of the playground.

Mr. Presnal stated that the debt services for these funds would not be due until Fiscal Year 2019 and the borrowing takes place over a five year period.

A motion was made to approve:

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

5. Move to approve the Southwick-Tolland-Granville Regional School District's participation in the METCO program for the 2017/2018 school year.

A motion was made to approve:

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

H. REPORTS

A. Superintendent

Granville Village School Transition Activities

Superintendent Willard reported that the first peer exchanges took place where GVS students came to the Powder Mill and Woodland Schools and were successful. The Pen Pal exchanges are scheduled in May where the Southwick classrooms will visit GVS.

Sewer Project

Ms. Willard reported that the bids for the Sewer Project were approximately \$366,000 more than anticipated. Ms. Willard and Mr. Presnal are looking at different funding options.

Selectboard Meetings Update

Ms. Willard reported that she, Mr. Presnal and Mr. Houle attended the Southwick Selectboard meeting on 3/27/2017 and presented the budget. They are scheduled to attend the Granville Selectboard meeting on 4/3/2017 for the same reason. She stated that in 2018, the District will be working to encourage the Town Selectboards and Finance Committee Members to attend the Budget Hearing so everyone is at the same meeting and hears the same message.

Blizzard Bags – Alternative Learning Days

Ms. Willard reported that at Gateway Regional School they have created a Blizzard Bags, or Alternative Learning Days, program in which teachers create curriculum for students to take home during snow days. The result is that the State recognizes this curriculum as a school day and the day is not required to be made up at the end of the school year. This is of interest to STGRSD because of the high number of snow days we potentially have. Ms. Willard stated that State approval is not required, but School Committee approval is. Ms. Willard reported that if the Committee is interested in the Alternative Learning Days option, she and Ms. Sullivan would be prepare a presentation for the Committee.

Ms. Petschke expressed concerns about teachers having appropriate curriculum ready and also is concerned about the use of technology because she has received community feedback that Districts current technology for communicating with parents isn't being fully utilized by teachers. Mr. Locke stated that if the use of technology is required for completing assignments then the Tolland students would be excluded because of lack of access. Ms. McGivney-Burelle stated that she has concerns about the quality of the material that teachers would be able to provide and finds an alternative calendar preferable to alternative learning days.

The Committee stated that they are interested in hearing more about the alternative learning days and asked Ms. Willard to prepare a presentation understanding the concerns.

Prom Early Release

Ms. Willard informed the Committee that the Junior/Senior Prom is taking place on a Friday, May 12, 2017 this year. Historically on prom nights, female students have dismissed early from school to get ready and attend hair appointments. Because of the limited number of available resources in town for these activities, this year, Mr. Turmel has spoken with Superintendent Willard and he is presenting students with the option to, with a parent's note, dismiss from school no earlier than 1:00 p.m., complete all work missed during the afternoon and volunteer one (1) hour of their time to: Set up for Awards Ceremony; Set up for Graduation; or Volunteer at the Libby Kulas Road Race.

Ms. Seddon supports the idea and likes that students will be paying back their time.

Ms. McGivney-Burelle is concerned that the students won't fulfill their commitments and that this is providing an excuse for students to miss school.

Southwick Community Preservation Committee

Ms. Willard reports that she and Ms. Saso will be attending the CPC meeting in Southwick on 4/6/2017 at 6:00 p.m. to present an application for funding for the Powder Mill playground.

April School Committee Meeting Date

Ms. Willard asked the Committee to make a scheduling decision for the April 18, 2017 School Committee Meeting. Due to low attendance, the April 18, 2017 meeting is cancelled and the Committee will next meet on May 2, 2017.

B. School Business Manager

Building Project Closeout

Mr. Presnal reported that the closeout of the Building Project is dragging out waiting for signoffs by the commissioning agent. The Project Manager is working on getting this done.

E&D Account

Mr. Presnal reported that the E&D Accounts of Regional School District require certification by the Department of Revenue Division of Local services and the amount allowed in the account is not to be more than 5% of the total operating budget. STGRSD traditionally manages the E&D account close to the limit to account for unforeseen issues. In FY2016, the District has exceeded the limit by approximately \$160,000.00 and DOR is requiring that excess be returned to the communities in the proportion of their share. DOR will help the District identify the amounts that will go back to each town.

C. Sub Committees and Liaisons

- *Negotiations*: Transportation Negotiations next meeting scheduled for 4/6/2017 (Transportation) and 4/9/2017 (Custodians and Paraprofessionals).
- *Finance*: no report
- *L.P.V.E.C Bd. Gov and Bd. Dir*: no report
- *Policy*: a meeting is required: Scheduled for 4/12/2017 at 9:00 a.m.
- *School Building Committee*: no report
- *Technology*: no report
- *Curriculum and Instruction*: no report
- *Legislative Liaison*: no report
- *SPED Liason*: no report
- *Southwick Capital Committee*: no report

Transportation Sub Committee

Mr. Houle stated that he would like to form a Transportation Sub Committee to monitor the status of the transportation department in light of the recent study that was completed. Mr. Houle and Mr. Locke are interested in participating on the sub committee along with Mr. Presnal and Ms. Wzorek.

D. Policies – no report

I. PUBLIC COMMENT

Jean Reopel, Southwick, MA asked if the extra \$160,000 from E&D could be used for other projects in the District. Mr. Presnal responded that per state statute, the money must be returned to the towns.

J. COMMITTEE DISCUSSION

Old Business - NONE

New Business - NONE

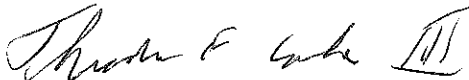
At 7:24 p.m., a motion was made to adjourn the meeting.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Kelly Clendenin, Jean McGivney-Burelle and Maria Seddon being present and voting individually and unanimously, the motion passes.

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

Meeting adjourned at 7:24 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

STAFFING

Appointments

Donna DeCaro
Leslie Clark-Yvon

PMS LTS Adjustment Counselor 3/20/2017
SRS Paraprofessional 3/20/2017

Resignations

Retirements

