



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, May 30, 2017

TIME: 6:00 PM

LOCATION: Superintendent's Conference Room

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

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 Superintendent Jennifer Willard at 6:00 pm

The Following were present:

School Committee:	Jeffrey Houle George LeBlanc Theodore Locke (Tolland Rep.) Pamela Petschke (Granville Rep.) Maria Seddon Jessica Boldyga
Administration:	Jennifer Willard, Superintendent Stephen Presnal, Business Manager Amy McLaughlin, Recording Secretary
Student Representatives:	Margaret Drohen Carlos Pereira
News Media:	Westfield Evening News
Observers:	<u>Approx. 6</u>

A. Opening Ceremony – Pledge of Allegiance

B. Secretary's Report

5/16/2017 Meeting Minutes: Accepted as written

Motion by LeBlanc, seconded by Locke 5/0/1 (Ms. Boldyga abstained)

C. Warrants – Circulated

D. Correspondence

Email from VFW representative

Ms. Willard notified the Committee of a follow up email from Troy Henke of VFW Post 872. Prior to reading the email Ms. Willard told the Committee about the Memorial Day Ceremony at the Granville Village School in which students participated in presenting information about the meaning of Memorial Day and guest speakers spoke of their own experience in the military as well as presentations about Travis Fuller and William Alamed. The William Alamed flag, which had been hanging at the Granville Village School, was presented back to the Alamed family. Ms. Willard recognized the students, staff and guests for the excellent and moving ceremony.

Ms. Willard summarized the contents of the email, which committee members had copies of. Ms. Willard notified the Committee that she had responded to Mr. Henke and let him know the Committee was working on a policy that is inclusive of all students lost in service to the country.

Ms. Petschke asked for communication with the VFW and other organizations and to let them know if something is not going to take place before September. Mr. LeBlanc stated that the Committee is planning to reach out to the local veteran's organizations once the policy is in place.

E. Election of School Committee Officers

Superintendent Willard opened the floor for nominations for School Committee Chairman for the term commencing immediately, May 30, 2017

Mr. Leblanc nominated Jeff Houle, Ms. Seddon seconded the nomination

Ms. Willard called the vote

All those in favor of Jeff Houle as Chairman of the Southwick-Tolland-Granville Regional School Committee.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Maria Seddon and Jessica Boldyga being present and voting individually and unanimously, the nomination passes. 6/0/0

Ms. Willard turned the remaining nominations over to Chairman Houle.

Mr. Houle entertained motions for Vice Chair

Mr. Locke nominated George LeBlanc, Ms. Petschke seconded the nomination

All those in favor of George LeBlanc as Vice Chairman of the Southwick-Tolland-Granville Regional School Committee.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Maria Seddon and Jessica Boldyga being present and voting individually and unanimously, the nomination passes. 6/0/0

Mr. Houle entertained motions for Secretary

Mr. LeBlanc nominated Ted Locke, Mr. Houle seconded the nomination

All those in favor of Ted Locke as Secretary of the Southwick-Tolland-Granville Regional School Committee.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Maria Seddon and Jessica Boldyga being present and voting individually and unanimously, the nomination passes. 6/0/0

B. PUBLIC COMMENT – excluding personnel issues

Ronnie Stratton, Granville, MA – Thanked Amy McLaughlin and Superintendent Willard for attending the Memorial Day service at Granville Village School. Ms. Stratton emphasized how important the ceremony has been to the school and the community over the years and stated that she hopes that the Southwick schools will continue the tradition going forward.

C. STUDENT ADVISORY REPORT

Margaret Drohen and Carlos Periera reported: most of the spring sports have ended but the Softball team is moving on to the championships and three athletes from the track team are going to states; the middle school field day took place today and was successful; senior sign-out and class trip to High Meadow took place with graduation scheduled for Saturday, June 3 at 10:00 am. at the Southwick Regional School, the same day as SATs; the band performed at the Town of Southwick Memorial Day Ceremony; Carlos reported that he is on the state student advisory council and is running for chairperson of that council. The chairperson of the state student advisory council sits on the Massachusetts Board of Education. The Committee congratulated Carlos and wished him luck in the election.

D. EDUCATIONAL PRESENTATION - none

E. ACTION ITEMS

A. The agreement between the Southwick-Tolland-Granville Regional School Committee and the ELA Instructional Specialist for the period July 1, 2017 through June 30, 2020 was tabled until a later time.

- B. Move to approve the agreement between the Southwick-Tolland-Granville Regional School Committee and the Director of Finance and Operations for the period July 1, 2017 through June 30, 2020.

A motion was made to approve:

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

The Committee and Superintendent Willard recognized Mr. Presnal for his hard work and dedication to the District.

C.

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

Mr. Locke and Ms. Petschke asked for clarification on the process. Mr. Presnal stated that Massachusetts General Law, Chapter 71 Sec. 10 addresses the issuance of debt by regional school districts. Because at the recent town meetings, debt authorization was passed by two towns, Southwick and Tolland, but not by Granville, the Committee can vote again. Then the District will notify the towns of the vote and upon receipt, the towns have 60 days to respond or take no action. If they take no action then the authorization to borrow is approved.

Ms. Petschke asked why the recommended capital amount is the same and not reduced? Ms. Willard responded that the reason is that the needs of the District have not changed. These items are needed to move the District forward.

Ms. Willard stated that the transportation funds will be used to purchase additional vehicles with the intent of minimizing, to the extent possible, bus ride times for Granville students and to replace aging fleet vehicles; the technology is to move the District forward to meet the demands of new state mandated MCAS 2.0.; ground&paving needs were not covered by the building project.

Ms. Seddon asked if there are still plans to submit to the Southwick CPC. Ms. Willard responded yes because of the high cost of the entire playground project.

Ms. Seddon asked why \$65,000 for technology and \$100,000 for the playground? Should they be equal? Mr. Presnal responded to clarify that for technology, the District has other funding sources including participation in the federal E-Rate program and therefore the District is eligible to leverage additional funds.

Mr. Houle stated that the playground is not just about a water drainage problem. He stated that the playground needs to be ADA accessible and age appropriate. A fully designed completed plan needs to be done on the playground and presented.

A motion was made to approve:

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

F. REPORTS

A. Superintendent

Memorial Day Ceremony at Granville Village School

Ms. Willard again described the presentations of the ceremony by both the students and the guest speakers and spoke to how beautiful and moving the ceremony was. She commended the Granville Village School on the heartfelt show. She thanked the Granville Village School for the invitation and stated that she also hoped the ceremony will continue in Southwick.

Ms. Petschke also recognized how respectful the students were and how well they received the presentation of the ceremony. She also stated that she hopes the tradition continues in the future.

Graduating Seniors, New Tradition

Ms. Willard reported that on May 31, 2017 the graduating seniors of the class of 2017 would be doing a tour of the schools. Wearing their caps and gowns, the seniors would visit each of the other schools in the District and would walk the halls, greeted by the other students. The hopes is that it will become a yearly tradition.

B. School Business Manager - none

C. Sub Committees and Liaisons-

Mr. Houle stated that there are currently some vacancies on the sub-committees and liaisons. Anyone interested in participating should email Mr. Houle. The updated list as well as a summary of what the committees do will be prepared by Mr. Houle and Ms. McLaughlin and distributed to the committee

- i) *Negotiations*: JH, TL, GL - meets as needed but lately has been more frequently, depending on the contracts that are in negotiations
- ii) *Finance*: TL, GL, open – meets approximately monthly
- iii) *L.P.V.E.C Bd. Gov (GL) and Bd. Dir (JH)*: the District is a partner of the Lower Pioneer Valley Collaborative. The 7 town members of the Collaborative oversee the operations. The Board meets almost monthly. A tour of the collaborative is available. Would be nice to have them on the agenda for an Educational Presentation. They are our vocational partner, and students who attend receive a diploma from SRS as well as a certificate of completion for their area of concentration. Funding by the District to the collaborative is based on a three-year enrollment average.
- iv) *Policy*: GL, MS, open – meeting more frequently again and will continue to need to meet
- v) *School Building Committee*: no report, nearly completed but Mr. Presnal reported that it stalled again waiting for the project management firm to finalize some things with the general contractor.
- vi) *Technology*: TL, GL, open
- vii) *Curriculum and Instruction*: PP, open – Instructional Leadership
- viii) *Legislative Liaison (w/Southwick Town Hall)*: open
- ix) *SPED Liaison*: JH – meets periodically with the Director of Special Education to talk about programs and needed funding.
- x) *Southwick Capital Committee*: JH – the Town of Southwick requires a committee member to sit in on budget planning
- xi) *Transportation* – TL, JH
- xii) *Health Advisory Liaison* – TL

D. Policies

2nd Reading: BBBE Unexpired Term Fulfillment/Vacancies;

No edits questions or comments

2nd Reading EEAEF Use of Video and Audio Recording Devices on School Transportation Vehicles

No edits

2nd Reading FF Naming District Facilities, Spaces, and Memorials

No edits

Ms. Petschke inquired about changes to the final paragraph of the policy to include outside organizations. Mr. LeBlanc stated that he believed that consultation with outside organizations would take place after the policy was approved.

Mr. Houle stated that the intent of the policy is to set guidelines to recognize and be inclusive of all individuals.

G. PUBLIC COMMENT – excluding personnel issues

Jean Reopel, Southwick, MA – Ms. Reopel stated that she would like to know how the give back opportunity went after the prom. She also asked if the letter abbreviations preceding the policy titles could be changed because she didn't know what they meant. Mr. Houle clarified that they are not abbreviations but rather identifiers for the policies. She also asked if there was an advertisement out for the vacant school committee position. She also asked if parents or community members could participate in the sub-committees.

H. COMMITTEE DISCUSSION

A. Old Business

Prom Give Back Opportunity

Ms. Petschke asked how the give back went for students who signed out early for prom. Superintendent Willard responded that the response was great at the Libby Kulas run and the volunteer efforts were well received. Some students will be volunteering at the upcoming graduation. Ms. Willard stated that she would provide the committee the information regarding the number of students who signed out early and those that completed the volunteer time.

School Committee Vacancy

Ms. Petschke asked what is being done to fill the Southwick vacancy on the committee. Mr. Houle responded that the Town of Southwick had placed an advertisement of the opening of the position and will be receiving applications until June 30, 2017. After that, the Southwick members of the school committee will meet jointly with the selectboard to review the applications and conduct interviews at an open meeting.

Graduation

Graduation is Saturday, June 3, 2017, committee members in attendance will sit together in a spot designed by Mr. Turmel.

B. New Business

Schedule

The added meeting for tonight, May 30, 2017, was to move the Capital piece forward so that additional time is not lost for purchasing new busses, due to the lead time.

Ms. Petschke asked how many busses are going to be purchased. Mr. Presnal explained that there are a lot of factors involved in that decision, and asked Mrs. Wzorek, Transportation Supervisor to comment. Ms. Wzorek stated that the final decision on the combination had not been made but based on the topography of Granville and Tolland she anticipated that mid-sized busses would be likely targeted for purchase over full sized. The goal is to meet the needs of the school bell times.

Granville Village School Contents

Ms. Petschke asked if there were plans for the contents of the Granville Village School that were purchased prior to regionalization. Mr. Presnal stated that decisions of that nature have not been made. Also, it is unclear to whom those items belong. Most things clearly identified as being purchased prior to regionalization would be left, but items purchased by the District would be removed. For many other items, including some donated items, it is unclear as to where the ownership lies. Ms. Willard stated that a recent tour of the Granville Village School took place with Mr. Presnal, Mr. Morgan (Director of Buildings and Grounds), Matt Streeter (Granville Town Administrator) and a small committee from the Town of Granville. The recommendation is that any specific requests go through the Granville Town Administrator.

I. EXECUTIVE SESSION

At 7:08 p.m., a motion was made to adjourn to Executive Session and not return to open session.

With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Maria Seddon and Jessica Boldyga being present and 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.

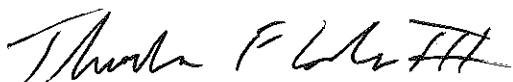
At 7:59 p.m., a motion was made to adjourn the meeting. With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Maria Seddon and Jessica Boldyga being present and voting individually and unanimously, the motion passes.

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

J. ADJOURNMENT

Meeting adjourned at 7:59 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

STAFFING

Appointments
Resignations
Retirements