



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

DATE: Wednesday, January 2, 2019

NOTE DAY

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 5:03 p.m.

The Following were present:

School Committee:	<input checked="" 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, arrived at 5:25 p.m.
	<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 type="checkbox"/>
News Media:	<input type="checkbox"/> Westfield Evening News
Observers:	<u>Approx. 1 beginning at 5:32 p.m.</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, Pamela Petschke and Amy Stack 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 the drafting of a Memorandum of Understanding between the Southwick-Tolland-Granville Regional School District and the Southwick Police Department. Also, discussions of upcoming contract negotiations for singleton contracts.

At 5:32 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

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

B. Opening Ceremony – none

C. Secretary's Report

12/18/2018 Meeting Minutes: Accepted as written

Motion by LeBlanc, seconded by Locke Motion Passes 6/0/1 (LeBlanc abstained)

D. Warrants - circulated

E. Correspondence

Ms. Willard reported on the letter from NEASC regarding the recent progress report they received from the Southwick Regional School. The letter was overall positive and commended SRS on the work that they've done to date and asked that SRS submit another update by 10/1/2019. The Committee discussed what NEASC is and the process and costing associated with their reviews.

Ms. Willard reported that Michael Buoniconti, of the MA Rural Schools Coalition, sent a request for School Committees to endorse a letter to legislators to support a "rurality factor" into the MA public educational funding formula. Ms. Willard explained that the work of the MA Rural School Coalition has resulted in STGRSD recently receiving additional funding from the State. Mr. Buoniconti's letter also highlighted that February 7, 2019 is Massachusetts Rural Schools Day and he is asking for rural districts to have students visit the State House that day. The Committee supports the initiative and recommends that SRS identify classes that would benefit from attendance and encouraged them to reach out to local legislators for a tour of the State House.

IV. PUBLIC COMMENT – excluding personnel issues

None

V. STUDENT ADVISORY REPORT

None

VI. EDUCATIONAL PRESENTATION

None

VII. POLICIES

3rd Reading – JJF Student Activity Accounts

Ms. Stack inquired about the procedure for two signatures on checks. Mr. Presnal stated that he is working on updating the procedure and would send out a memo.

3rd Reading – EFC Free and Reduced Price Food Services

No comments from the Committee.

1st Reading – JM Student Awards and Scholarships

Mr. Houle asked the Committee to review the new policy and send comments to Ms. McLaughlin prior to the upcoming Policy Subcommittee meeting on 1/15/2019.

VIII. ACTION ITEMS

A. Approve Policy JJF Student Activity Accounts

Move to approve the revised Policy JJF Student Activity Accounts.

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

B. Approve Policy EFC Free and Reduced Price Food Services

Move to approve the revised Policy EFC Free and Reduced Price Food Services.

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

C. Approve the allocation of excess funds from the sewer project to the playground

Move to approve the allocation of excess funds from the MSBA funded building project, which was expanded to include the construction of a dedicated sewer service for the Southwick campus, to the Powder Mill School playground and site improvement project, the total amount not to exceed \$160,000.00.

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

Mr. Presnal explained that the "not to exceed" was because the District is awaiting final numbers from the Town of Southwick.

D. Approve the contract agreement between the Southwick-Tolland-Granville Regional School District and Tighe&Bond for playground project services.

Move to approve contract agreement between the Southwick-Tolland-Granville Regional School District and Tighe&Bond for Design and Construction Administration Services for the Powder Mill School playground and site improvement project per the Tighe&Bond, 28-1987, RE: Drainage Improvements Design for Powder Mill School, Revised December 28, 2018.

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

The Committee discussed the timing of the project and the funding sources. Ms. Willard and Mr. Presnal explained that existing funding is in place to pay for the contract with Tighe&Bond for the project and that the balance of the funding was planned to be allocated through the FY20 budget with a targeted completion by the beginning of the 2019/2020 school year.

IX. REPORTS

A. Superintendent

None

B. Director of Finance & Operations

None

X. SUB COMMITTEES AND LIAISONS

A. Negotiations – The Subcommittee has rescheduled to January 11, 2019 to continue its review of contracts

B. Finance – January 17, 2019 is next meeting. Mr. Presnal to send agenda to the subcommittee. A presentation of the future technology plan should occur at the February subcommittee.

C. LPVEC – Mr. LeBlanc asked Ms. McLaughlin to make a full copy of the LPVEC annual report available to members for review.

D. Policy – Next meeting scheduled for 1/15/2019

E. Buildings & Grounds – no report.

F. Transportation – Next meeting scheduled for 1/18/2019

G. ILT – Next meeting scheduled for 1/15/2019

XI. PUBLIC COMMENT – excluding personnel issues

None

XII. COMMITTEE DISCUSSION

A. Old Business

Ms. Berry asked what will happen to the old playground when it is removed? Mr. Presnal stated that because of the age of the structure, it will likely be disposed of.

Ms. Boldyga asked when the District would present to the Southwick CPC. Ms. McLaughlin replied that a call to Southwick Town Hall revealed that the CPC has a meeting on January 31, 2019 and that there were no other meetings currently scheduled. The individual at Town Hall recommended she call the Vice Chair of the CPC, which she would do.

B. New Business

Ms. Boldyga reported that the MA State Legislature recently passed course requirements for public school students for life skills such as check writing and budgeting.

XIII. EXECUTIVE SESSION

To follow regular session only if needed.

None

XIV. ADJOURNMENT

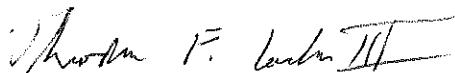
At 6:11 p.m., a motion was made to adjourn the meeting.

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

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

Meeting adjourned at 6:11 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

XV. STAFFING

Appointments
Resignations
Retirements

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

- Agenda for the January 2, 2019 meeting
- Minutes for December 18, 2018 meeting
- Draft MOU between STGRSD and Southwick PD for Security Cameras
- Rural School Advocacy Email from Michael Buoniconti dated Tuesday December 18, 2018
- Rural School Advocacy email attachment Chapter 70 Letter
- Revised Policy JJF Student Activity Accounts
- Revised Policy EFC Free and Reduced Price Food Services
- Draft Policy JM Student Awards and Scholarships
- Tighe&Bond proposal for Drainage Improvements Design for Powder Mill School