



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

DATE: Tuesday, November 20, 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 5:03 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 |
| | <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"/> Rebecca Drohen |
| News Media: | <input checked="" type="checkbox"/> Westfield Evening News |
| Observers: | <u>Approx. 25 beginning at 5:29 p.m.</u> |

II. EXECUTIVE SESSION

At 5:03 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, Amy Stack and Jessica Boldyga being present and all voting individually and unanimously, the motion passes.

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

- ☐ 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 upcoming contract negotiations for singleton contracts expiring in June 30, 2019.

Discussion of the Lockdown Drills which took place on November 20, 2018.

At 5:40 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. LeBlanc called the open meeting to order at 5:40 p.m.

B. Opening Ceremony - none

C. Secretary's Report

11/5/2018 Meeting Minutes: Accepted as written

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

D. Warrants - circulated

E. Correspondence

Ms. Willard reported on the successful lockdown drills which took place on 11/20/2018. She stated that we are reminded of the importance of the drills as we learn new things at each one.

IV. PUBLIC COMMENT – excluding personnel issues

None

V. STUDENT ADVISORY REPORT

None

VI. EDUCATIONAL PRESENTATION

A. Woodland School Site Strategic Plan, Kimberley Saso, Principal, Woodland School

Ms. Saso presented the Woodland School Site Strategic Plan for the 2018/2019 school year. She highlighted that the plan is an extension of the District Strategic Plan. She reviewed the High Impact Initiatives to Support the Site Strategic Objectives in the areas of Engaged Learning, Shared Educational Leadership, Assessment for Learning and Transfer and A guaranteed and Viable Curriculum. Ms. Saso described some of the initiatives that are in place to support, develop and implement these objectives such as: Math Workshop Model Professional Development, Paraprofessional development in working with students to achieve “productive struggle”, administration feedback for teachers after walkthrough evaluations, trauma informed training and the Woodland CARES program, rollout of report cards with updated standards, CEPAs and Learning Targets and a Data Wall to track individual student progress more closely and provide targeted instruction to meet student needs.

The Committee thanked Ms. Saso for her presentation and expressed their support in the plan.

B. MCAS Test Results, Erin Fahey Carrier, Powder Mill School Principal

Ms. Fahey Carrier presented to the Committee the results of the spring 2018 MCAS testing that was completed at Powder Mill School. Ms. Fahey Carrier explained that the ELA and Science scores were strong in comparison to the State averages but Powder Mill Students are lagging behind the State. She explained that these results are not completely surprising as the past three years, professional development has been focused on ELA. She then explained to the Committee ways in which Powder Mill School is analyzing the data and implementing action plans to improve instruction.

VII. POLICIES

None

VIII. ACTION ITEMS

A. Approve SRS Basketball Fundraiser

Move to approve the SRS Basketball Fundraiser for the 2018/2019 season.

Motion by LeBlanc, seconded by Locke

The Committee asked what the purpose of the fundraiser is. Superintendent Willard stated that she believes it is for equipment that doesn't come from the school such as warmups that the students would purchase and keep. Ms. Boldyga asked if the money will be collected and managed through the school. Ms. Willard was unsure. Mr. LeBlanc expressed a concern about fundraisers that the athletic teams are doing, that the Committee is not aware of, but appear to be school sponsored events and are for the teams. He is concerned that teams might be fundraising for some items that might come from the District budget. Mr. Houle agreed and stated that there should be a better process in place to manage fundraisers and that the Committee will need more detailed information when approving these types of fundraisers in the future.

Mr. Houle made a motion to table the action of the SRS Basketball Fundraiser until a time when more information is available. Mr. LeBlanc seconded. Motion to table the action of the SRS Basketball Fundraiser passes 7/0/0

B. Approve 2018-2020 Powder Mill School Site Strategic Plan

Move to approve the 2018/2019 revision of the 2018-2020 Powder Mill School Site Strategic Plan.

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

IX. REPORTS

A. Superintendent

Community Safety Night

Superintendent Willard reported that the Community Safety Night held on November 13, 2018 was well supported and attended by the first responders from all three towns and Officer Taggart and Officer Westcott and K9 General gave thorough presentations. She thanked all of them for their participation. She did express that community participation was disappointingly low with approximately six families and totaling 13 people attending.

Richard W. Power Plaque Dedication

Ms. Willard reported on the November 9, 2018 Dedication of the Richard W. Power Plaque for the Veterans Memorial Foyer. She stated that the family was very touched by the event and the students who participated were wonderful. The plaques will all be installed in the next week or so.

MASC Conference

Ms. Willard reported on her attendance at the November 7-8 MASC Conference. She stated that Social Emotional Learning was the main focus. She also stated that Commissioner Riley is still in his information gathering phase and is not pushing out any new initiatives currently. Mr. Locke, who also attended reported similar takeaways and shared with the Committee a handout on a Humanistic View of Leadership that he received at the conference.

B. Director of Finance and Operations

Mr. Presnal reminded the Committee that the End-of-Year Financial Report for FY18 was filed with DESE. He reported that the FY19 Budget is currently on track but with the early snowfall, they are closely watching the weather which will drive heating and snow removal costs. He also reported that the sewer project is in the close out phase and he is waiting for final numbers from the Town of Southwick.

X. SUB COMMITTEES AND LIAISONS

A. Negotiations – The Subcommittee needs a date to continue its review of contracts – Friday 11/30/2018 at 4:00 pm

B. Finance – Ms. Boldyga reported that while the Subcommittee needs to select a fund and approve the investment, at the 12/4/2018 meeting, the School Committee will vote to authorize investing. The Subcommittee will then come forward with a recommended investment at a later date.

Ms. Boldyga also reported that the subcommittee was in the process of reviewing capital needs and Mr. Wicander's list of needs and also set a timeline for steps to review the Playground Project.

- C. LPVEC – Neither Mr. LeBlanc nor Mr. Houle were able to attend recent meetings.
- D. Policy - Ms. Stack reported that the Subcommittee is reviewing a scholarship policy and will be working on meals charge policy and fundraising guidelines. Both the Finance Subcommittee and the Policy Subcommittee agree that they will both be involved in the meals and fundraising guidelines.
- E. Buildings & Grounds – Mr. Houle stated that after the final numbers are in on the sewer project, the Building Subcommittee will be dissolved and returned the Buildings&Grounds Subcommittee.
- F. Transportation – Next meeting 12/7/2018.
- G. ILT – Ms. Petschke reported that the ILT recently reviewed the new social science and history standards and the plans in place to support instruction.

XI. PUBLIC COMMENT – excluding personnel issues

Diane Houle, Southwick, MA – Ms. Houle stated that since the student representatives were unable to attend, she'd like to report on some notable activities of the Southwick Regional School. Ms. Houle stated that the NHS Induction Ceremony was held and 20 new students were inducted; the fall sports banquet was a huge success and that over 200 students were estimated to have participated in fall sports; Ms. Petell's class baked 130 pies for the food pantry; and National Honor Society is holding a toy drive for state and local families.

XII. COMMITTEE DISCUSSION

A. Old Business

The Committee asked if there was any follow up on the new Band Uniforms. Ms. Willard reported that Mr. Quinn is working on it.

Ms. Berry commented that she attended the Community Safety Night and expressed how beneficial she thought it was and happy to connect with 1st responders.

Ms. Boldyga mentioned the data that the schools are collecting and stated that she hopes there is an opportunity to tie it together and drive curriculum through the grades. She urged the schools to continue to use the data and find a way to quantify it.

B. New Business

Mr. Houle thanked Mr. LeBlanc for standing in as Chairperson of the Committee for the two meetings that Mr. Houle was not in attendance.

Ms. Boldyga asked if the District had ever explored the Suzuki Music Method. Ms. Willard said that would be a topic for ILT.

XIII. EXECUTIVE SESSION

To follow regular session only if needed.

None

XIV. ADJOURNMENT

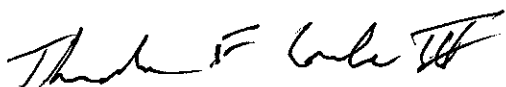
At 7:18 p.m., a motion was made to adjourn the meeting.

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 LeBlanc, seconded by Locke 7/0/0

Meeting adjourned at 7:18 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 November 20, 2018 meeting
- Minutes for November 5, 2018 meeting
- Agreement Between the Southwick-Tolland-Granville Regional School Committee and the Superintendent of Schools for the Period July 1, 2016 through June 30, 2016.
- A Humanistic View of Leadership: Building Capacity Working Through Others, Managing Environments.
- School Resource Officer Legal Update from MASC
- School Resource Officer Draft MOU from MASC
- Woodland School Draft Site Strategic Plan for 2018/2019
- SRS Basketball Fundraiser
- Powder Mill School Site Strategic Plan for 2018/2019