



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

DATE: Tuesday, October 24, 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

I. ROUTINE

A. Attendance

The meeting was called to order by Mr. Houle at 6:00 p.m.

The Following were present:

School Committee:	<input checked="" type="checkbox"/> Jeffrey Houle, Chairman, Southwick
	<input checked="" type="checkbox"/> George LeBlanc, Vice Chairman, Southwick
	<input checked="" type="checkbox"/> Theodore Locke, Secretary, Tolland
	<input checked="" type="checkbox"/> Pamela Petschke, Granville
	<input checked="" type="checkbox"/> Maria Seddon, Southwick.
	Jessica Boldyga, Southwick
	<input checked="" type="checkbox"/> Amy Stack, Southwick
Administration:	<input checked="" type="checkbox"/> Jennifer Willard, Superintendent
	<input checked="" type="checkbox"/> Stephen Presnal, Business Manager
	<input checked="" type="checkbox"/> Amy McLaughlin, Recording Secretary
Student Representatives:	Margaret Drohen
News Media:	Southwick News, Westfield Evening News
Observers:	<u>Approx. 16</u>

B. Opening Ceremony – Pledge of Allegiance

C. Secretary's Report

10/03/2017 Meeting Minutes: Accepted as written

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

D. Warrants - Circulated

E. Correspondence:

Mr. Presnal notified the Committee that that correspondence had been received from the U.S. Green Building Council. In the correspondence, the District was informed that the Southwick Regional School had been LEED, or Leadership in Energy and Environmental Design. The District would be receiving a plaque to display relating to the certification.

II. PUBLIC COMMENT – excluding personnel issues

None

III. STUDENT ADVISORY REPORT

Margaret Drohen reported that parent-teacher conferences had taken place at SRS and were a success; SRS hosted the Air Force Band, Full Spectrum at assemblies which the students enjoyed; three groups of students are scheduled to go to UMASS for various events taking place for LGBTQ, Diversity Club and Women in Engineering; Fall Athletics are coming to a close with Boys Varsity Soccer winning the league and the Golf team winning the league and Western Mass Championships; Seniors are beginning the college application process.

IV. EDUCATIONAL PRESENTATION

A. Lower Pioneer Valley Educational Collaborative: Andy Churchill, Executive Director.

Mr. Churchill introduced himself to the committee and referring to the General Information document, reviewed the Mission and Purpose of LPVEC as well as the member districts. He then outlined the list of services provided, highlighting the half-day vocational program, CTEC. When describing the advantages of the half-day vocational program, Mr. Churchill stated that it allows students to still fully participate in the activities of their home district, such as prom, athletics and AP courses.

Mr. Churchill talked briefly about the STGRSD students who are currently enrolled in CTEC and the programs of study.

Mr. Churchill thanked STGRSD for their participation in the program, stated that member districts are encouraged to participate and give input and also invited the Committee to visit.

Mr. LeBlanc complimented the LPVEC and CTEC and remarked on their impressive facility and campus and asked Mr. Churchill about not only the student education, but adult education programs taking place at CTEC. Mr. Churchill stated that LPVEC and CTEC had their first group of adults to be educated and it went well. He stated that offering adult education is a way to bring in business and also helps attract and compensate the teachers, who may find a private sector position offering a higher salary. Mr. Churchill stated that LPVEC is always looking for creative ways and grants to bring in funding so they are able to offer a more comprehensive experience for students.

Ms. Petschke asked about the differences in the exploratory program offerings at CTEC for STGRSD for Southwick and other Districts. Mr. Churchill explained that STGRSD takes advantage of a full exploratory program at 9th grade in which students explore five shops. This is beneficial because sometimes students don't get to entire their first choice shop and they'll have had exposure to other shops. Students from other Districts take an abbreviated exploratory at the beginning of 10th grade. Ms. Petschke asked about how students progress from one grade to the next, and beyond graduation. Mr. Churchill stated that most students come back for 10th grade and a survey is conducted after graduation. Generally the survey results reveal that over 70% of CTEC students are working in their field of study, attending college or have entered the military.

Mr. LeBlanc encouraged the Committee to take advantage of the tour and Mr. Churchill invited them to come and have lunch in the student served Bistro.

B. Student Awards Presentation – Superintendent Jennifer Willard

Superintendent Willard presented awards to four 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 Bryan Roy.

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 both Bryan Roy and William Carroll.

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 Jodie Cahill and Samuel Willis.

C. Superintendent Willard – MCAS 2.0

Ms. Willard took the Committee through the Massachusetts Department of Education presentation, Understanding the Next-Generation MCAS or MCAS 2.0. In the presentation, Ms. Willard explained to the Committee that the next-generation MCAS is an updated version of the nearly 20-year-old assessment. The new test focus on students' critical thinking abilities and depth of knowledge. Ms. Willard highlighted that the new rigor in the testing matches the District Strategic Plan which also works toward increased rigor in the curriculum. Superintendent Willard feels that the District is in a good position to move the staff and students toward success on the new testing. She explained that the MCAS 2.0 is designed to be taken on a computer and that by spring 2019 all grades are expected to test on computers.

Ms. Willard informed the Committee that the spring 2017 test results are not to be compared to previous year's results. The tests and their scoring are so different, that the state emphasizes that they not be compared. Spring 2017 test results will be the baseline used for districts going forward. She stated that test results for Southwick-Tolland-Granville Regional School District students will go to families in the next couple of weeks and will be accompanied by a letter notifying parents of the same.

Mr. Houle asked if the State will again have rules for school levels, warning, etc, Levels 1-5. Ms. Willard responded that yes they will, but not this year. Ms. Petschke asked if they will recalculate the levels rating and Ms. Willard responded that she anticipated that they would because the scoring is different. Ms. Stack asked if we should anticipate more of our students "not meeting" than we had before, and if so, what are we going to do about that. Ms. Willard stated that because of the increased rigor in the tests, it is realistic to expect that we will have more students "not meeting" but that our strategic plan already plans for increased rigor in the classroom and that will be implemented through the additional professional development that we are currently putting into place.

Ms. Stack and Ms. Petschke also asked about the move to computer based testing and the preparation the District is planning for students. Ms. Willard responded that the district is already working toward preparing students with increased computer time that gives them practice with the computer skills needed for the tests, such as typing, working with menus and multiple selections. It is a process that will take time but the recent approval of the Capital Budget will allow the District to begin implementing the technology updates needed for the testing.

V. POLICIES

A. First Reading of Revised Policies

AC – Nondiscrimination

Only changes are gender Identity must be included per the results of the CPR audit

BDE – Subcommittees of the School Committee

Updated to reflect current subcommittees. Mr. Locke would like to remove School Building Committee.

Mr. Houle remarked that the Buildings and Grounds Subcommittee should be brought back. This will be revised for 2nd reading

BEDE-E – Agenda Format

Updated to reflect current agenda format.

EFG – Elevator & Lift Usage

Updated to require a doctor's note to verify need for elevator

VI. ACTION ITEMS

A. Approve Superintendent Goals for 2017/2018

Move to approve the Superintendent Goals for the 2017/2018 School Year.

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

B. Approve District Strategic Plan for 2017/2018

Move to approve the District Strategic Plan for the 2017/2018 School Year.

Mr. Houle asked when the School Site Strategic Plans will be presented to the Committee. Ms. Willard stated that they will come in November/December with their site strategic plans.
Ms. Petschke commended Superintendent Willard on the hard work that was put into creating the plan.
Motion by LeBlanc, seconded by Locke 6/0/0

C. Approve salvage sale of bus

Move to approve the sale of bus number 16 for salvage value.

The Committee asked for the approximate value. Mr. Presnal responded that LTQ had offered a value of approximately \$650.00.

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

D. Approve revised Policy AC

Move to waive the three (3) readings for the revised AC- Nondiscrimination Policy.

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

Move to approve the revised AC- Nondiscrimination Policy.

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

VII. REPORTS

A. Superintendent

Capital Vote

Superintendent Willard reported that the Capital Budget passed at the vote of the Special Town Meeting for Granville on October, 23, 2017. Ms. Willard recognized Ms. Petschke for her hard work in developing the presentation for the meeting and thanked her for her commitment to the community of Granville and the school district. Superintendent Willard also recognized the Town of Granville community and stated that the meeting had a positive tone.

Ms. Petschke recognized Ms. Willard, Mr. Presnal and Ms. Wzorek for their attendance at the meeting and the preparation they did prior to the meeting. She thanked Ms. Willard for the opportunity to be a part of the presentation planning and listening to the feedback that had been received from community members.

Mr. Houle recognized Ms. Petschke for the hard work she has put in on behalf of her community and the district and complimented her for striking a balance between her roles.

Mr. Presnal stated that he is moving as quickly as possible to get the bids out so that there is no further delay in acquiring the much needed mid-sized buses. Ms. Willard stated that they are also poised to move forward with the other District needs in technology and the playground.

Settlement of Count 1

Superintendent Willard reported that Count #1 in the lawsuit filed by the Town of Granville against the Southwick-Tolland-Granville Regional School District was settled. A judge ordered that no damages are due. The matter is closed unless the Town of Granville chooses to appeal the decision.

Home School students participate in athletics

Superintendent Willard reported to the Committee that a home education family is interested in having their child participate in winter sports at the Southwick Regional School. The current District Policy does not allow for home school students to participate in extracurricular activities. She asked the Committee if they have any interest in reviewing this policy and possibly making a change. Mr. LeBlanc stated that the Policy was established because of eligibility requirements for student participation in extracurricular activities. Attendance, grades and

curriculum are not the same for home school students and those enrolled in the District. The Committee did not express an interest but did ask the Policy subcommittee to discuss again in their meeting, scheduled for the following day.

B. School Business Manager

MSBA Building Project

Mr. Presnal reported that the closeout for the MSBA for the Building Project was nearing completion. The District is on the agenda for the Feb 14, 2018 MSBA Board Meeting which could be the final meeting. In the interim, the District will renew a bond anticipation note which is scheduled to mature on 11/1/2017 and push the date to 3/15/2018

FY2018

Mr. Presnal presented the FY2018 Summary Statement of Expenditures.

Ms. Stack asked about the status of the air handling unit at the Southwick Regional School. Mr. Presnal stated that Mr. Wicander is currently working with the manufacturer and the contractor. There is some question as to what the resolution will be.

VIII. SUB COMMITTEES AND LIAISONS

Sub Committee Assignments

1. Negotiations: J. Houle, T. Locke, G. LeBlanc
Paraprofessional negotiations scheduled for 10/25/2017
2. Finance: J. Boldyga, T. Locke, G. LeBlanc
Going forward, the meetings will be scheduled for the third Thursday of the month at 9:00 a.m.
3. L.P.V.E.C. Bd. Gov G. LeBlanc
Mr. LeBlanc encouraged the Committee to schedule a tour of CTEC. He stated that at the November meeting the LPVEC would hear a report from their auditors.
4. L.P.V.E.C. Bd. Dir. J. Houle
No report
5. Policy G. LeBlanc, M. Seddon, A. Stack
Next meeting scheduled for 10/25/2017
6. School Building Committee T. Locke, J. Houle
Report under Business Manager.
7. Technology P. Petschke, T. Locke, M. Seddon
Ms. Petschke reported that she attended a meeting with the District technology team which will focus on software and solutions from the wall outward, where the Technology Department is working inside the walls. She hopes the Technology Subcommittee will meet with both groups.
8. Transportation T. Locke, A. Stack
Mr. Locke reported that the first meeting involved a discussion of moving to a two tier bell time. SRS on one tier and Powder Mill and Woodland on the second. Ms. Willard stated that next steps are to get administration feedback.
The next meeting is scheduled for October 30, 2017 at 1:30 p.m.

Liaison Assignments:

1. Curriculum & Instruction: P. Petschke, J. Boldyga
The instructional leadership team meetings will begin November 7, 2017
2. SPED Liaison: J. Houle
No report
3. Legislative Liaison: open

Ms. Stack reported that she attended the MASC Legislative Open House at LPVEC. Her key takeaway was that there were seven resolutions and one of the biggest is an initiative to change the SIMS reporting date from October 1 to March and another was Medicaid Reimbursement.

4. Southwick Capital Committee: J. Houle
No report.

IX. PUBLIC COMMENT – excluding personnel issues

Jean Reopel, Southwick, MA –asked:

1. How many STGRSD students attend CTEC? Mr. Houle responded 73 She also asked when Westfield Technical Academy and Smith Vocational will come to the School Committee. She was notified that Mr. Churchill came and presented because STGRSD is a member of the LPVEC.
2. What will the new MCAS 2.0 score be for graduation? Ms. Willard responded that we do not have this information yet.
3. Can the 7th and 8th graders have nerf and hula hoops in the auxiliary gym?
4. What are the credentials for finishing homeschool?

Chelsea Berry, Southwick, MA – asked

1. Is there a difference in success between starting at CTEC at 10th grade vs. 9th grade? Ms. Willard responded that most programs start an exploratory at 9th grade and Mr. Houle stated that the STGRSD program exposes the students to more programs, earlier.
2. With the new MCAS 2.0, what happens when a child is partially meeting expectations? Ms. Willard responded that children that need additional support receive it in a tiered instruction format.

X. COMMITTEE DISCUSSION

A. Old Business

Non-collective bargaining List

Ms. Stack asked when the Committee would receive the list of non-collective bargaining unit employees. Ms. Willard and Ms. McLaughlin stated that would be put together and distributed by the next meeting.

B. New Business

None

XI. EXECUTIVE SESSION

At 8:00 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, Amy Stack and Maria Seddon 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.

Lawsuit resolution

At 8:58 p.m., a motion was made to adjourn executive session. With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Amy Stack and Maria Seddon being present and voting individually and unanimously, the motion passes.

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

XII. ADJOURNMENT

At 8:58 p.m., a motion was made to adjourn the meeting. With the members Jeffrey Houle, George Leblanc, Theodore Locke, Pamela Petschke, Amy Stack and Maria Seddon being present and voting individually and unanimously, the motion passes.

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

Meeting adjourned at 8:58 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

XIII. STAFFING

Appointments
Resignations

Ashley Gawricki
Retirements

Financial Clerk, Accounts Payable

10/20/2017

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

- Agenda for the October 24, 2017 meeting
- Minutes for October 3, 2017 meeting
- Correspondence from US Green Building Council on LEED Certification

- LPVEC General Information
- LPVEC Career and Technical Education Center (CTEC) Southwick-Tolland-Granville 2017 Awards and Certifications
- Understanding the Next-Generation MCAS
- AC – Non Discrimination
- BDE – Subcommittees of the School Committee
- EFG – Elevator Lift and Usage
- Superintendent Goals for 2017-2018
- STGRSD Draft Strategic Plan 2017-2020
- Summary Judgement Town of Granville vs. Southwick-Tolland-Granville Regional School District
- IHBG – Home Schooling
- Southwick-Tolland-Granville Regional School District FY2018 Summary Statement of Expenditures – budget vs. Actual