



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, March 6, 2018

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 6:02 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 exited at 7:00 p.m. return at 7:08 p.m. |
| | <input checked="" type="checkbox"/> Pamela Petschke, Granville |
| | <input checked="" type="checkbox"/> Maria Seddon, Southwick exited at 6:46 p.m. return at 6:47 p.m. |
| | Jessica Boldyga, Southwick |
| | <input checked="" type="checkbox"/> Amy Stack, Southwick – Participating remotely via phone |
| Administration: | <input checked="" type="checkbox"/> Jennifer Willard, Superintendent exited at 6:44 p.m. return at 6:50 p.m. |
| | exited at 8:27 p.m. |
| | <input checked="" type="checkbox"/> Stephen Presnal, Director of Finance and Operations |
| | <input checked="" type="checkbox"/> Amy McLaughlin, Recording Secretary |
| Student Representatives: | <input checked="" type="checkbox"/> Sam Willis |
| News Media: | <input checked="" type="checkbox"/> Southwick News; Westfield Evening News |
| Observers: | <u>Approx. 14</u> |

B. Opening Ceremony

Mr. Houle notified everyone present that the meeting was being recorded.

Pledge of Allegiance

C. Secretary's Report

2/6/2018 Meeting Minutes: Accepted as written

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

D. Warrants – circulated

E. Correspondence – None

February 19, 2018: Massachusetts School Building Authority

Superintendent Willard reported on the receipt of the MSBA Final Grant Letter for the Woodland Elementary School Project.

February 27, 2018: Town of Southwick

Superintendent Willard reported on the receipt of a Press Release from the Town of Southwick regarding the deadline for warrant articles for the Special and Annual Town Meeting. She also reported that the District had reached out to the Town of Southwick to get an extension on the School Budget warrant article, consistent with past practice. The Town agreed that the District could send the warrant language on April 4, following the April 3 School Committee Meeting.

II. PUBLIC COMMENT – excluding personnel issues

None

III. STUDENT ADVISORY REPORT

Sam Willis reported on behalf of Margaret Drohen who was unable to attend due to participation in the Skiing State Competition. He reported that the Boys Basketball team had reached the quarter-finals and lost the game, but had a great season; the Pops Concert was held at the Regional School on March 5; the SRS Drama Club is actively preparing for the upcoming production of the "Wizard of Oz"; the grade 9 information night has been moved to Tuesday, March 13; students returning from the Costa Rica trip reported they had a great time and it was successful; students at SRS heard guest speakers Cathy and Chris Sullivan, a couple who met after personal tragedies: he was a New England Patriot's football player who lost his career due to drug addiction and she lost her teenage daughter who drowned in shallow water after drinking with her friends; the national student walk-out is scheduled for March 14 and students have worked closely with SRS staff and administrators to plan a program that shows respect for everyone – participation is completely optional for all students.

IV. EDUCATIONAL PRESENTATION

A. Southwick Regional School Educational Presentation, Joseph Turmel, Principal

Mr. Turmel introduced Adam Sherlin who was one of three freshmen in the entire state to be recognized for All State Chorus and Kasper Kasala, a senior, was selected for All State Band. Adam described his All State experience for the Committee and thanked them for the opportunity to participate. Mr. Quinn, the SRS Band and Chorus Director congratulated Adam and stated that he is in the top 5% for chorus for the state. Adams mother recognized the SRS Guidance Department and the work they did to help Adam find a schedule where he could participate in both band and chorus. The Committee congratulated both Adam and Kasper on their achievements.

B. Southwick Regional School Program of Studies Changes, Joseph Turmel, Principal

Mr. Turmel presented the Program of Studies Changes for the 2018/2019 School Year. He took the Committee through each change, highlighting that eliminating class rank for early graduates is consistent with practice at other high schools in the state; elimination of career cruiser is because the program has become outdated and will be replaced by Naviance; the other changes are more organizational in an effort to more accurately align them in the program of studies based on their curriculum.

Ms. Stack commented that the change to the program of studies for early graduation should be brought to policy subcommittee to be sure the policies align.

Ms. Stack also asked about the timeline for the rollout of Naviance. Mr. Turmel responded that it would begin immediately with the 11th grade and in the next few months and over the coming year, it would be rolled out to the other grades. He highlighted that it will take some time to fully build and enter the data.

Mr. LeBlanc complimented Mr. Turmel and his staff on the work they are doing, with guidance, DLE program and Mr. Quinn on the music program.

V. ACTION ITEMS

A. Approve SRS Out-Of-State Field Trip

Move to approve the 2017/2018 Out-of-State Field Trip for Southwick Regional School.

Mr. Quinn, SRS Band and Chorus Director presented to the Committee a field trip he would like to take band and chorus students on. The out-of-state field trip would take students overnight to New York, NY to go to an Opera production and then touring the city the following day. He stated that he estimates approximately 50 students and 6 chaperones to participate and that there would be strong curricular ties to the activities on the trip. He described the cost and itinerary as outlined by a travel company.

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

VI. EDUCATIONAL PRESENTATION

B. Southwick Sports Family Network, Joe Hough

Mr. Hough introduced the Committee to his newly formed non-profit organization, the Southwick Sports Family Network. He described that the organization was formed in January 2018 as an intermediary between the Southwick Recreation Center, the Southwick Park&Rec Commission and the Schools. Their organization is planning to raise money for the benefit of athletic programs in Southwick. They are looking for a partnership with the schools that would include access to athletic coaches for other programs and space at the schools for the offered programs.

The Committee asked that the Policy subcommittee review Mr. Hough's proposal and first identify if there is anything in the policies that dictates how the Committee should proceed.

C. Alternative Learning Days, Jenny Sullivan, Director of Curriculum and Instruction

Ms. Sullivan presented the Committee her findings on Alternative Structured Learning Day Programs (aka "Blizzard Bags"). She began by reminding the Committee of their first review in the spring of 2018. Since then, she said, the Massachusetts Department of Elementary and Secondary Education has published memos acknowledging and providing some parameters on alternative structured learning days. Her presentation was centered on a survey conducted to gauge parent and community interest. Based on the survey of 647 responses, 88% were in favor of the days. She took the Committee through the responses which included positive and negative aspects. She also reviewed the challenges and benefits of implementing alternative structured learning days. Ms. Sullivan stated that development of meaningful assignments would take time and professional collaboration. She also stated that there are different models for the assignments and most are not required to be completed on the actual inclement weather day.

At the conclusion of Ms. Sullivan's presentation, the Committee raised several topics that would need to be addresses such as how much computer access and electricity would been needed to complete the assignments; how many and when would the alternative learning days be implemented, what would the staff do on those day. Ms. Sullivan stated that if the Committee decides to pursue Alternative Structured Learning Days, then she would work closely with staff and coaches to create meaningful assignments and a plan for both teachers and students for the year one pilot.

The Committee decided that the next steps are to discuss the days further at a subsequent meeting and then decide if they will pursue the alternative structured learning days, how many and when will they be implemented. After that, Ms. Sullivan would review and come back to the Committee with an update on what the recommendation is for student assignments and staff professional development.

D. Budget Draft, Superintendent Willard and Stephen Presnal

Mr. Presnal and Superintendent Willard took the Committee through their FY19 Budget Draft presentation. Mr. Presnal reviewed the projected timeline as well as the budget components, including the FY17 debt service overpayment which will be credited to the Towns in FY19. He stated that E&D is down due to the Granville Village School Lawsuit Settlement; there are substantial expenditure decreases due to decline enrollment at Westfield Technical Academy as more students are participating at CTEC as well as a decrease in out-of-district transportation services for Special Education; debt service increases align with the increased capital borrowing which was authorized in FY18.

Superintendent Willard stated that the FY19 budget is a level services budget, meaning there are no reductions to current staffing and includes two new positions: a network administrator and a STEM Instructional Coach. She also presented the Committee with the Capital Improvement needs for FY19 and let the Committee know that they'd need to be prioritized. Ms. Petschke asked for clarification on several of the items including transportation, technology; FM speaker system and kitchen equipment. Mr. Presnal explained that the transportation borrowing is a function of maintaining the fleet; the technology piece was TBD based on a pending grant opportunity but would be focused around infrastructure and hardware to prepare the district for the increasing demands of MCAS 2.0 and replacing obsolete equipment; the FM wireless speaker system is a classroom audio system for hearing impaired students and also aides students with ADHD; kitchen equipment

would move some compressors, etc to the roof of the building. Ms. Stack asked about the paving that is needed and Mr. Presnal and Ms. Willard responded that paving was prioritized for the Bus Garage and Woodland School parking lot.

Ms. Petschke asked how the District is accounting for the \$1 million from closing the Granville Village School. Mr. Presnal and Ms. Willard responded that it is all going to the fixed cost increases which include the increased staffing at Woodland School as well as salary and wage adjustments, group health insurance increases, contractual retirement obligations and CTEC tuitions.

Ms. Petschke expressed concerns about borrowing an amount more than \$525,000, which was finally approved for FY18.

VII. POLICIES

- A. Third Reading of Policy EEA Student Transportation Services

VIII. ACTION ITEMS

- A. Approve SRS Out-Of-State Field Trip – see above.
- B. Approve Policy EEA Student Transportation Services
Move to approve the Policy EEA Student Transportation Services.
Motion by LeBlanc, seconded by Locke 6/0/0
- C. Approve the Powder Mill School Site Strategic Plan
Move to approve the Powder Mill School Site Strategic Objectives for the 2017/2018 School Year.
Motion by LeBlanc, seconded by Locke 6/0/0
- D. Accept a Donation from the Southwick High School Classes of 1964 and 1965
Move to accept the generous cash donation of \$2,550.00 from the Southwick High School Classes of 1964 and 1965. The funds designated to create a Maker Space in the Library of the Southwick Regional School.
Motion by LeBlanc, seconded by Locke 6/0/0
- E. Move to adjust the 2017/2018 District Calendar by rescheduling evening conferences to March 22, 2018 if needed due to inclement weather.
With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Maria Seddon, Pamela Petschke and Jessica Boldyga being present and Amy Stack participating remotely, and all voting individually and unanimously, the motion passes
Motion by LeBlanc, seconded by Locke 6/0/0

IX. REPORTS

- A. Superintendent
Snow Day Closing
Superintendent Willard reported that District schools will be closed tomorrow, March 7, 2018.

March 14, 2018 – Student Walk-Out

Superintendent Willard reported that in response to the recent tragedy and school shooting in Florida, there has been a national movement by students to walk-out of school on March 14, 2018. Students at the Southwick Regional School approached Mr. Turmel with their desire to participate. Mr. Turmel is working closely with the students in providing them an opportunity to participate, or not participate, as they choose and do so in a safe manner. .

- B. Director of Finance and Operations
No update

I. SUB COMMITTEES AND LIAISONS

No reports were made because subcommittees have not met since the last meeting. Ms. McLaughlin will send subcommittees some proposed times to meet.

II. PUBLIC COMMENT – excluding personnel issues

None

III. COMMITTEE DISCUSSION

A. Old Business

None

B. New Business

Superintendent Evaluation

Mr. Houle let the Committee know that the Superintendent Evaluations were in their packets. Please return them to Ms. McLaughlin before the first meeting in April: April 3, 2018. Ms. McLaughlin will send the Committee an editable .pdf version of the form and also a copy of the Superintendent's goals for 2017/2018.

X. EXECUTIVE SESSION

At 8:31p.m., Mr. Houle called for a motion to enter Executive Session for the purpose of discussion strategy related to the paraprofessional negotiations.

With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Maria Seddon, 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.

At 8:31 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, Maria Seddon, Pamela Petschke and Amy Stack all voting individually and unanimously, the motion passes
Motion by LeBlanc, seconded by Locke 6/0/0

IV. ADJOURNMENT

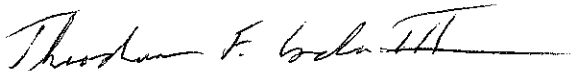
At 8:31 p.m., a motion was made to adjourn the meeting.

With the members Jeffrey Houle, George LeBlanc, Theodore Locke, Maria Seddon, Pamela Petschke and Amy Stack all voting individually and unanimously, the motion passes

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

Meeting adjourned at 8:31 p.m.

Respectfully Submitted,



Theodore Locke, Secretary

V. STAFFING

Appointments
Resignations
Retirements

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

- Agenda for the March 6, 2018 meeting
- Minutes for February 6, 2018 meeting
- Correspondence: February 19, 2018: Massachusetts Building Authority
- Correspondence: February 27, 2018: Town of Southwick
- Changes to the SRS Program of Studies
- Trip to NYC description and proposed itinerary
- Southwick Sports Family Network: handout by Joe Hough
- Alternative Structured Learning Day Programs
- FY18 Budget Presentation
- STGRSD Proposed FY2019 Regional School Assessment
- STGRSD Proposed FY2019 Budget Summary
- STGRSD Budget Report FY19
- STGRSD Budget Report FY19 Staffing
- Policy EEA Student Transportation Services
- Powder Mill School Site Strategic Plan
- Maker Space in the Library
- 2018/2019 District Calendar