



# Southwick-Tolland-Granville Regional School District School Committee School Committee Workshop and Meeting

DATE: Wednesday, August 21, 2019

TIME: 8:00 a.m.

LOCATION: Tunxis Club

945 Clubhouse Road, Tolland, MA 01034

## 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 8:18 a.m.

The Following were present:

- |                      |  |
|----------------------|--|
| School Committee:    | <input checked="" type="checkbox"/> Jeffrey Houle, Southwick                               |
|                      | <input checked="" type="checkbox"/> Pamela Petschke, Granville                             |
|                      | <input checked="" type="checkbox"/> Chelsea Berry, Southwick                               |
|                      | <input checked="" type="checkbox"/> Theodore Locke, Tolland                                |
|                      | <input checked="" type="checkbox"/> Jessica Boldyga, Southwick                             |
|                      | <input checked="" type="checkbox"/> Jonathan Schantz, Southwick                            |
|                      | <input checked="" type="checkbox"/> Kyle Boyer, 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                    |
|                      | <input checked="" type="checkbox"/> Noell Somers, Director of Student Services             |
|                      | <input checked="" type="checkbox"/> Jenny Sullivan, Director of Curriculum and Instruction |
| Building Principals: | <input checked="" type="checkbox"/> Kimberley Saso, Principal, Woodland School             |
|                      | <input checked="" type="checkbox"/> Joseph Turmel, Principal, Southwick Regional School    |
|                      | <input checked="" type="checkbox"/> Erin Fahey Carrier, Principal, Powder Mill School      |
| News Media:          | <input type="checkbox"/>   |
| Observers:           |  |

### **II. ROUTINE**

- A. Opening Ceremony – none
- B. Mr. Houle called the meeting to order at 8:18 a.m.
- C. Correspondence – None
- D. Warrants – circulated

### **III. EDUCATIONAL PRESENTATION / COMMITTEE DISCUSSION**

#### **A. Introductions**

Mr. Houle welcomed everyone to the Committee and introductions were made.

#### **B. Icebreaker**

Mr. Houle introduced a book he had read, Work Happy by Jill Geisler. He then led the attendees in an activity that talked about five key leadership qualities and encouraged everyone to think about their own leadership style and how they might be more effective.

#### **C. Finance 101: An Overview of School Budgets**

Mr. Presnal made a presentation to the attendees on School Finance facts his information included: Municipal vs. Regional District and their funding sources; the Governance that oversees school finance; financial structure of the District; reporting requirements; funding sources and Chapter 70 Funding. Mr. Presnal was unable to finish but will send Ms. McLaughlin the slides and she will make them available to the attendees.

D. Technology Update: 1:1 Initiative – schedule and implementation

Superintendent Willard and Mr. Presnal reported on the status of the technology 1:1 initiative. Ms. Willard reminded the Committee that 19/20 is the first year in a four year plan and implementation will be staggered and deliberate.

In 19/20 the focus will be on providing 1:1 devices for 7<sup>th</sup> and 8<sup>th</sup> grade students and training for teachers. These devices will not go home with students, but will be assigned to them and used throughout the day. Powder Mill Grade 5 and 6 teachers will receive laptops and training in preparation for student rollout in 20/21 as well as new COWs and wireless projectors. A COW is a Computer On Wheels and is a cart with enough laptops for one classroom. Woodland School will receive laptops and iPads to pilot in their classrooms to more accurately identify the true needs and use of teachers and students. In the following years, the District will consistently evaluate and make adjustments to the rollout plan as needed.

Ms. Petschke asked about the devices and the training. Mr. Presnal explained that they will be a Microsoft Compatible web based device similar to the chrome book and they will be leased on a four year cycle. Mr. Turmel explained that Mr. Taglieri is scheduled to meet regularly with 7<sup>th</sup> and 8<sup>th</sup> grade teachers to train and support implementation in their classrooms.

Ms. Boldyga asked if there is a way to make the same devices available for parents to purchase for use at home. Mr. Presnal will reach out to the vendor to see if that is a possibility.

The Committee also asked if Mr. Taglieri can present at an upcoming School Committee meeting to present Office 365 and how it can be used to augment teaching as well as a tool that the Committee members have access to.

Mr. Presnal reviewed the immediate timeline for deployment of devices for 7<sup>th</sup> and 8<sup>th</sup> grade, with an estimated student roll-out at the end of September.

E. Review Survey Results: Student, Parent, Teacher and School Committee

Ms. Willard reviewed the results of the end of year survey conducted by the District. She highlighted that the participation rate was very low – 22 parents, 248 students, 70 staff members – and that more data is needed for accurate information. The District will look at ways to more effectively reach respondents.

Ms. Willard reported on key findings based on data received and some of the things the District is doing to respond:

- Students are motivated to come to school by social interactions: with friends, through clubs, sports and leadership opportunities. The District is also working with teachers to be sure they are making connections with individual students and being mindful of their own impact.
- Diversity will become more of a topic in the near future. Ongoing training for staff and students alike
- Parents are looking for more information about what is happening in the classroom, with the absence of so much homework: the math departments will send out newsletters before each unit, resources for math practice at home will be provided to families
- Teacher supports will be increased with coaching cycles, and there will be common math assessments after each unit

Mr. Houle reviewed the survey that Committee members took and the action items that will take place. Overall the Committee feels that the District and the Committee are working well together and goals are aligned. Areas of improvement continue to be communication and policies.

- There should be a summary sheet with the warrant articles
- All Committee meetings and subcommittee meetings, including ILT, should be on the website calendar so the community has more access to schedule information.

F. Programmatic "Wish-List" Discussion: Principals present their "wish-lists"

Erin Fahey Carrier – Powder Mill School

1. Large format printer to create exciting and inspiring visuals
2. Interventions: individualized curriculum requires purchases
3. Alternative furniture for classrooms, seating, standing desks, rocker seats, etc
4. One more paraprofessional assigned to building so that there are three at each grade level.

Kimberley Saso – Woodland School

1. Alternative furniture and sensory tools in classrooms.
2. Library solution that addresses the changes with technology.
3. Social emotional supports for students – more counselors
4. Playground evaluation of equipment and grounds around playground
5. Sidewalks in front of school are deteriorating
6. HVAC system evaluation, current systems are struggling
7. Gymnasium sound absorption, currently two classes at a time and very difficult to manage

Joseph Turmel – Southwick Regional School

1. Technology Educations program of studies review
2. Athletic Facilities – sports participation is expanding, possible add lacrosse
3. School Hallway – would like to update the doors to older part of the building so they have the magnetic sensors that new doors have.
4. Main Entrance to have handicap accessible opener
5. More Professional Development with 1:1 implementation

Noell Somers – Special Education

1. Instruction Coach: Co-teaching. Would like to add a position for someone who can work with the Special Education and the Classroom Teacher to bridge the two and enhance the co-teaching inclusive model.

Educational Focus for 19/20

Math Initiative – Jenny Sullivan, Director of Curriculum and Instruction

Ms. Sullivan gave the Committee a presentation of the Math Journey that the District has been on. She spoke of the history of education and how it is shifting from an industrial to post-industrial model and how the District needs to also shift to meet the changing needs of students for college and career in the 21<sup>st</sup> century. She reviewed the Mount Holyoke Math training and talked about the shifts taking place in STGRSD classrooms. She asked for the Committees support, respect of the time frame and communication with communities. She stated that the teachers need some time to develop their craft which is unlike how they themselves learned. She also mentioned that there will be an implementation dip as the teachers and students work through this new process.

At 2:50 p.m. Mr. Houle released the Principals, Ms. Somers and Ms. Sullivan and thanked them for their participation in the day.

#### IV. ACTION ITEMS

A. Secretary's Report

6/19/2019 Meeting Minutes: Accepted as written

Motion by Petschke, seconded by Berry motion passes 7/0/0

B. Approve the PAWS PTO Fundraisers: Meadow Farms Catalog and Scholastic

Move to approve the PAWS PTO Fundraisers: Meadow Farms Catalog and Scholastic Bookfair for September 2019.

Motion by Petschke, seconded by Berry motion passes 7/0/0

C. Approve the District transportation for town requests

Move to approve the use of District transportation for the Granville Harvest Fair and Southwick Historical Society events.

Mr. Presnal confirmed that each of the Towns will provide insurance and be charged for fuel and labor.

Motion by Petschke, seconded by Berry motion passes 7/0/0

**I. COMMITTEE DISCUSSION**

The Committee reviewed the proposed scheduled of meetings for 19/20 school year.

The desire is to have the October meetings and the last meeting in March and first in April in Granville or Tolland. Unless otherwise noted, all meetings will begin at 5:00 p.m. Executive Session and 5:30 p.m. Regular Session. The Granville and Tolland meetings will begin at 5:30 p.m.

**Opening Day and Picnic**

All Committee members are invited to Staff Opening Day and Picnic on August 26, 2019. The picnic is hosted and served by the Committee.

**Schedule of School Tours for 19/20**

Committee members will be able to tour buildings on Opening Day between the Superintendents welcome and the picnic.

**Adding items to the School Committee Agenda**

Mr. Houle reminded the Committee of the meeting rules and that any agenda items should be communicated to both the Chair and Ms. McLaughlin by noon on the Tuesday prior to the meeting.

**II. ADJOURNMENT**

At 3:26 p.m., a motion was made to adjourn the meeting.

With the members Jeffrey Houle, Pamela Petschke, Chelsea Berry, Theodore Locke, Jessica Boldyga, Jonathan Schantz and Kyle Boyer all voting individually and unanimously, the motion passes

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

Meeting adjourned at 3:36 p.m.

Respectfully Submitted,



Chelsea Berry, Secretary

**III. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING:**

- Agenda for the August 21, 2018 meeting
- Individual Biographies
- Check Yourself: Tapping the Power Grid of Leadership
- Finance 101
- One to One Initiative
- Survey Overview: 7-12 Student Survey Data; Parent Survey Data 2019; Staff Survey Data 2019
- Survey Results: SC Survey
- Southwick-Tolland-Granville Regional School District Strategic Plan
- Math Initiative Overview for School Committee
- Unit 1 Assessment
- Grade 5 Unit 1 Stage 1 Desired Results

- Minutes for June 18, 2019 meeting
- PAWS PTO Fundraiser Applications
- Letter from Linda Blakesley, Harvest Fair Committee
- Letter from Patricia Odiorne, Southwick Historical Society
- Schedule of meetings for 19/20 School Committee
- 2019/2020 Opening Day Schedule

