



## Southwick-Tolland-Granville Regional School Committee

### Regular Meeting

DATE: Tuesday, September 17, 2019

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

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. Agenda times are estimates.

#### I. ROUTINE

##### A. Attendance

The meeting was called to order by Mr. Houle at 5:02 p.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"/> Theodore Locke, Tolland (arrived at 5:58 p.m.)
	<input checked="" type="checkbox"/> Jessica Boldyga, Southwick
	<input checked="" type="checkbox"/> Chelsea Berry, Southwick
	<input checked="" type="checkbox"/> Jonathan Schantz, Southwick
	<input checked="" type="checkbox"/> Kyle Boyer, Southwick, (arrived at 5:09 p.m.)
Administration:	<input 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 checked="" type="checkbox"/> Gabrielle Houle and Amelia Coviello (Regular Session at 5:30 p.m.)
News Media:	<input type="checkbox"/>
Observers:	<input checked="" type="checkbox"/> <u>Approximately 7</u>

#### II. EXECUTIVE SESSION

At 5:02 p.m. a motion was made to go into Executive session and reconvene in open session.

With the members Jeffrey Houle, Pamela Petschke, Chelsea Berry, Jessica Boldyga and Jonathan Schantz being present and all voting individually and unanimously, the motion passes.

Motion by Petschke, seconded by Berry 5/0/0

- ☐ 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.

UFCW Negotiations

At 5:10 p.m. Ms. Petschke was excused in advance of the discussion of Unit A Negotiations.

Unit A Negotiations

At 5:30 p.m. a motion was made to adjourn Executive session and return to open session.

With the members Jeffrey Houle, Jessica Boldyga, Chelsea Berry, Jonathan Schantz and Kyle Boyer being present and all voting individually and unanimously, the motion passes.

Motion by Berry, seconded by Boldyga 5/0/0

#### **I. ROUTINE**

B. Opening Ceremony

Pledge of allegiance

C. Secretary's Report

9/3/2019 Meeting Minutes Accepted

Motion by Petschke, seconded by Berry 6/0/0

D. Warrants - circulating

E. Correspondence

Mr. Presnal reported on the email that Mr. Quinn sent to the Committee regarding the purchase of band uniforms. Mr. Presnal stated that there was a slight design change to the uniforms and with the 180 day lead time, the uniforms were scheduled to arrive in February 2020. Mr. Houle stated that the Committee was appreciative to Mr. Quinn on the status update and that he confirmed with Superintendent Willard and Mr. Turmel that the design changes were a school based decision. Mr. Houle expressed that the committee is looking forward to seeing the new uniforms.

#### **II. PUBLIC COMMENT – excluding personnel issues**

Chuck and Debbie Van Etten, Southwick, MA. Mr. and Mrs. Van Etten read a passage from *Freak the Mighty* and stated that the book had been selected for 6<sup>th</sup> grade to teach students about the value of friendship. Mr. and Mrs. Van Etten stated that they are shocked by the content of the book and think that it is inappropriate for 6<sup>th</sup> grade. They stated that they had expressed an objection to the book with the school but it is still under review. They stated that the District is working to be "trauma informed" and materials like this can be triggers for some kids.

#### **III. STUDENT ADVISORY REPORT**

Amelia Coviello and Gabrielle Houle were asked to give an introduction of themselves with their reports.

Amelia Coviello introduced herself as a Junior at SRS. She reported on the SAT workshop that will be held at Bay Path College in September; auditions are scheduled for the upcoming play *Maine Romance*; juniors are meeting with guidance to discuss PSATs which have been moved to Wednesday, October 17. This new time is during the school day and the reduced the cost from \$22 to \$17. The School hopes this new schedule works well and increases participation.

Gabrielle Houle introduced herself as a Senior at SRS. She is on student council and NHS and was part of athletic committee that came up with RAMS logo interpretation. She is looking to incorporate RAMS message to other parts of school. Ms. Houle reported that Ms. Gunwald will soon be presenting the school wide trip for 2021. This year students will travel to Spain and in 2018 the trip was to Costa Rica. Ms. Houle also reported that the Lions Club will have public speaking contest for students in

grade 9-12 and noted that SRS student Gabby Peterson won the state award a couple of years ago. She also reported that Open House was Thursday 9/12/2019 and was really busy with 7/8 grade traffic; 9-12 had just a few parents but the night was overwhelmingly positive. Ms. Dion and Ms. Lecrenski will be offering "Coffee with Counselors" as a resource for parents; and Ms. Houle also reported that she is a DLE student spending the day at Powder Mill School, and the staff has been very kind and welcoming.

#### IV. EDUCATIONAL PRESENTATION

A. Wreaths Across America – Michael Pescitelli, Assistant Principal, Southwick Regional School

Mr. Pescitelli began his presentation by stating that Claire Hanna, an SRS student, had brought Wreaths Across America forward as a opportunity for the STGRSD Community and would be the team leader for STGRSD and has recruited several other students to work on this and gain support. One of the biggest components is for the team to do fundraisers, etc. to purchase wreaths.

Mr. Pescitelli then showed a video from Wreaths Across America which gave background on how the organization came to be and the impact the event has on veterans and their families.

Ms. Houle stated her support of the event and that it is an important lesson to give students.

Ms. Berry asked what the District involvement look like. Mr. Pescitelli said that the students would organize fundraisers to purchase wreaths in the name of SRS and students would attend wreath laying at the cemeteries. Mr. Pescitelli also stated that there is an escort parade of the movement of the wreaths and if the parade route is close by to STGRSD, they may try to go see the parade.

B. Site Strategic Plan – Joseph Turmel, Principal, Southwick Regional School

Mr. Turmel spoke to the Committee about the Southwick Regional School Site Strategic Plan for the 19/20 school year. He explained the plan's focus for the 19/20 school year:

- A. Professional Development – SRS staff has built a relationship with Neil Alberto, the presenter Universal Design for Learning, over the past four 4 years and staff works really well with him. Professional Development has been planned so staff can continue to work with him. Mr. Turmel explained that for 19/20 focus is breaking down barriers. Barriers that the teachers bring and those that the students bring. He stated that over the past few years the focus has been on curriculum, but SRS is now ready to look at curriculum at next level. How do you plan a unit that all students can access? Professional Development will be on reflection on completed work and looking at barriers
- B. Technology – Mr. Turmel stated that the District has a clear, strong initiative around technology and implementation is part of the 19/20 plan. He explained that being just a few weeks out from device deployment, the administration team is looking to put supports in place with time and training for staff so that devices are used expand the educational experience. Collaboration days will be dedicated to training on the devices and they are looking ahead to the staff that will receive devices in the fall.
- C. People – Mr. Turmel stated that the site plan looks to meet the needs to the staff with common planning time, opportunities to work with instructional coaches on strategies and best practices. He said they will be supporting peer observations and professional sharing communities where teachers share what they have learned at external professional development with other SRS teachers. Administration will continue to use a calibrated feedback form for informal classroom observations. These are those that are separate from the formal evaluation process but provide a way for administration to provide feedback.

Ms. Petschke stated that she applauds SRS in the schedule evolving and the incorporation of collaboration time for teachers to work together and share out based on visits at other Professional Development. Ms. Petschke asked about something that Mr. Turmel mentioned, MASS Insight Saturday Session. Mr. Turmel explained that MASS Insight Saturday Session is an Advanced Placement initiative to incentivize PD, resources and supports for students, to improve AP scores. Other western mass high schools are involved and it includes AP study sessions with other schools and teachers. The Committee asked Mr. Turmel to come back and report on MASS Insight Saturday Sessions.

#### V. POLICIES

None

#### VI. ACTION ITEMS

A. Approve Home Education Proposals for 2019/2020 School Year

Move to approve Home Education proposals: HS-1920-03 through HS-1920-29.

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

B. Approve SRS Fundraisers

Move to approve the grade 7 and 8 fundraisers Yankee Candle and Dave's Cookie Dough Sale for the 19/20 school year.

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

The Committee members appreciate the new fundraiser form and work of the District on clarifying fundraising activities prior to Committee review.

C. Approve MASC (Massachusetts Association of School Committee) Delegate

Move to appoint Theodore Locke as the Official Voting Delegate to MASC Annual Meeting (Nov. 6-9, 2019).

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

D. Approve contract agreement with Powers and Sullivan

Move to award a contract in the amount of \$74,700.00 to Powers & Sullivan, LLC of Wakefield, MA for provision of auditing services as outlined in its proposal (engagement letter) dated August 7, 2019. Said contract shall cover auditing services for the fiscal years ending June 30, 2020, June 30, 2021, and June 30, 2022. The annual fixed fee for the services to be rendered shall be \$24,900.00 payable in installments as work progresses.

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

Mr. Presnal stated that this is the same firm that has done the audit in previous years.

E. Approve transfer of excess regional transportation reimbursement funds to the transportation revolving account

Approve the allocation of \$179,592.00 to the Regional Transportation Reimbursement Revolving Account for fiscal year 2019. Said amount being the reimbursement funds received by the Southwick-Tolland-Granville Regional School District in excess of the budgeted fiscal year 2019 Regional Transportation Reimbursement revenue of \$825,000.00.

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

Mr. Presnal reported that approximately \$825,000 was budgeted and the \$179,592 is excess reimbursement from the State. He stated that this money needs to be spent on transportation related items and will probably be used the relieve capital borrowing for purchases.

F. Retirement Resolution

Be it resolved, that the Southwick-Tolland-Granville Regional School Committee hereby extend their congratulations to Eva Gray in recognition of twelve years of paraprofessional excellence, and we hereby convey our sincere appreciation for your valuable efforts, dedicated service, and assistance rendered, which has enhanced the image of the Southwick-Tolland-Granville Regional Schools, and a record of these resolutions shall be permanently entered into the minutes of this School District.

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

**VII. REPORTS**

A. Superintendent

Ms. Willard thanked Chairman Houle for the Committee retreat held in August. She stated that the agenda was focused on purpose and team building and the Principals liked the opportunity to connect and work together. She stated that she appreciates his leadership and bringing together of the teams.

B. Director of Finance and Operations

No additional Reports

**VIII. SUB COMMITTEES AND LIAISONS**

Subcommittee Assignments

- a. Negotiations: T. Locke, C. Berry, J. Schantz – Mr. Houle will finish Negotiations with Unit A and then exit from the subcommittee. Mr. Boyer will not participate in Negotiations Subcommittee but will serve on LPVEC Board of Governors instead.
- b. Finance: J. Boldyga, T. Locke, J. Houle – The Committee will meet regularly on third Thursday of each month at 9:15 a.m. – The next meeting, however will be held on 9/20/2019 at 9:30 a.m.. Mr. Houle will participate remotely.

- c. L.P.V.E.C. Bd. Governors: K. Boyer - Mr. Boyer will serve. Ms. McLaughlin to notify LPVEC.
- d. L.P.V.E.C. Bd. Directors: J. Houle
- e. Policy: C. Berry, K. Boyer, J. Schantz – First meeting 9/17 @ 4:00 pm
- f. Buildings and Grounds: J. Houle – Will meet every second school Committee Meeting just before the meeting with Steve and Erik – 4:00 pm.
- g. Transportation: T. Locke, J. Boldyga, K. Boyer – first meeting 9/13 at 10:00 am

Liaison Assignments

- a. Curriculum & Instruction (ILT): P. Petschke, J. Boldyga, C. Berry
- b. Wellness: T. Locke
- c. SPED Liaison: P. Petschke
- d. Technology: P. Petschke, J. Schantz – Ms. Petschke met with Mr. Taglieri on the first day of school and he went over the 1:1 plan.  
Ms. McLaughlin reported that Mr. Taglieri was scheduled to come to the next Committee meeting to present to the Committee. Mr. Houle asked about plans for training for the parents to be able to help the students. Ms. Willard and Ms. Sullivan responded that Mr. Taglieri had completed some recordings and those could be posted to the website.
- e. Southwick Capital Committee: C. Berry
- f. Legislative Liaison: rotating attendance at MASC meetings

**IX. PUBLIC COMMENT – excluding personnel issues**

None

**X. COMMITTEE DISCUSSION**

- A. Old Business
- B. New Business

Southwick 250 Liaison – Ms. Berry is serving on the Southwick 250 Committee and would like to add it as a liaison position for the year. Mr. Houle supports adding it as a Committee position through the end of next year so Ms. Berry would be able to give updates as town progresses. Committee to act on at next meeting.

**XI. EXECUTIVE SESSION**

To follow regular session if needed

-None

At 7:03 p.m., a motion was made to adjourn the meeting.

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

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

Meeting adjourned at 7:03 p.m.

Respectfully Submitted,



Chelsea Berry, Secretary

**III. STAFFING**

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

- Agenda for the September 17, 2019 meeting
- Minutes for September 3, 2019 meeting
- Wreaths Across America
- SRS Site Strategic Plan
- Global Glimpse

- Home Education for 19/20 School Year
- SRS Fundraiser Requests
- SRS Out of State Field Trips 19/20
- School Choice Applications for Existing Students
- District Strategic Plan for 19/20
- Celebrate Southwick 250