



# Southwick-Tolland-Granville Regional School Committee

## Regular Meeting

DATE: Tuesday, October 15, 2019

TIME: 5:30 P.M. Regular Session

Executive Session Immediately Following Regular Session

LOCATION: Tolland Public Safety Complex

206 West Granville Road, Tolland, MA 01034-9403

### 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 5:30 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
	<input checked="" type="checkbox"/>	Jessica Boldyga, Southwick
	<input checked="" type="checkbox"/>	Chelsea Berry, Southwick
	<input checked="" type="checkbox"/>	Jonathan Schantz, Southwick
	<input 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
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 2</u>

#### I. ROUTINE

##### B. Opening Ceremony

Pledge of allegiance

##### C. Secretary's Report

10/1/2019 Meeting Minutes Accepted

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

##### D. Warrants - circulating

##### E. Correspondence

##### Longmeadow Public Schools High School Start Time Task Force

Superintendent Willard, received a letter from Longmeadow Public Schools soliciting participation on a task force to look at high school start time. Superintendent Willard anticipates SRS Principal Turmel will be a representative and Ms. Berry expressed an interest in participating.

Ms. Willard reported that the District has reviewed this in the past and there are pros/cons and issues related to after school sports, jobs, family responsibilities. The Committee consensus is that this is more of a State level proposition but would like someone to represent the District at any meetings held.

##### Department of Treasury Employer Shared Responsibility Payment

Mr. Presnal reported on IRS letter for the 2017 Tax year that there were several employees entitled to a tax credit related to insurance, and as a result, the District must pay a penalty. The District is currently moving to pay the penalty, no reason to believe it was charged incorrectly. This is the first time the IRS has ordered a penalty on the District. This issue will be reviewed in further detail by the Finance Subcommittee.

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

None

## **III. STUDENT ADVISORY REPORT**

Gabrielle Houle and Amelia Coviello reported that afternoon conferences we held and evening conferences are scheduled for October 17, 2019; beginning on October 17, 2019 Ms. Lecrenski and Ms. Dion will host the first “Coffee with the Counselors” which is an open resource for parents to meet on scheduled topics; PSATs will be held on October 16, 2019 during the school day and 93 students are signed up; the ASVAB test is scheduled for October 19, 2019; there are three weeks until term 1 ends; 10<sup>th</sup> grade will have an assembly on class rings in the coming days; SRS is currently holding spirit week which will conclude with pep-rally on Friday and Homecoming on Saturday; Field Hockey held their “stick-it-to cancer fundraiser game; October 23 is national bullying awareness day and students will wear orange; student parking pass fees are being collected. The students raised the question about the use of the student parking pass fees. Mr. Presnal will work with Finance Subcommittee to look at the costs associated with maintaining the student parking lot so students can have information.

## **IV. EDUCATIONAL PRESENTATION**

### **V. Superintendent’s Goals – Jennifer Willard, Superintendent**

Ms. Willard presented her goals for the 2019-2020 school year. She stated that the goals were focused on feedback from the Committee. She highlighted two key goals which include data meetings to meet the needs of District assessments and a budget focus that especially considers changes resulting from the Student Opportunity Act and possible transportation outsourcing at LPVEC. Additionally, Ms. Willard will be looking to implement an app which ties into the website.

Committee members mentioned that communication continues to be a top priority and brainstormed additional communication methods such as a newspaper publications, and social media.

## **VI. POLICIES**

None

## **VII. ACTION ITEMS**

### **A. Approve Fundraisers**

Move to approve the 19/20 school year Southwick Regional School Fundraisers: Shutterfly purchases to benefit SRS Yearbook, Thanksgiving Grams for Class of 2022, Halloween Grams for Class of 2023 and SRS Staff Members for Rays of Hope.

Ms. Berry asked if SRS items will be for sale via Shutterfly. Ms. McLaughlin stated that individuals would purchase their own personal items but by using the links, a percentage goes to the fundraiser.

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

### **B. Approve International Field Trip for 2021**

Move to approve the Southwick Regional School 2021 Field Trip to Italy.

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

### **C. Approve Powder Mill School Site Strategic Plan**

Move to approve the Powder Mill School Site Strategic Plan for the 2019/2020 school year.

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

### **D. Approve Home Education Proposals**

Move to approve Home Education proposal HS-1920-31 – HS1920-34.

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

### **E. Approve MedEx Renewal Rates for 1/1/2020-12/31/2020**

Move to approve the MIIA Health Benefits Trust Medex 2 renewal rates which will be effective from 1/1/2020 – 12/31/2020.

Mr. Presnal explained that this is the Medicare supplement plan that the District offers to retirees. This amount represents the full cost, not just the District portion. District pays 50% of this amount for retirees 65 years and older.

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

F. Accept Donation of New School Supplies from Southwick Food Pantry

Move to accept the generous donation from the Southwick Food Pantry for new school supplies valued at approximately \$60.00.

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

G. Award contract for purchase of District transportation vehicles.

Move to award a contract pursuant to Bid #2020-1 for the purchase of two (2) Type A 24-passenger school buses and one (1) Type C 71-passenger school bus to New England Transit Sales, Inc. of Tyngsboro, MA for their low bid in accordance with the bid specifications in the amount of \$185,940.00. Said bid reflects trade-in value on three (3) used buses in the amount of \$6,800.

Mr. Presnal these are two mini buses and one full size. The trade-in vehicles are also two mini buses and a full size bus. Mr. Presnal stated that the funding for the purchase of one of the mini buses and the full size bus will be paid from FY20 capital plan – approx. \$131,000. The other mini bus will be paid from excess Regional transportation funds.

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

## **VIII. REPORTS**

A. Superintendent

Ms. Willard reported that on October 8, 2019 Rep. Boldyga and Sen. Humason presented a check to the District for \$25,000 for school safety. The money will be used for additional cameras at SRS. Ms. Willard expressed her appreciation that the District has received a total of \$125,000 over past three years.

Ms. Willard reported that the Powder Mill Playground Ribbon Cutting is scheduled for November 1, 2019. She stated that all three towns and the Southwick CPC were invited.

B. Director of Finance and Operations

Mr. Presnal reported that the PMS Site Improvement Project had a recent change order to expand the solid surfacing to include all of the area under the swing set. Original plans called for mulch to be used as the surface under this section of swings. The long term benefits of this change will provide a safer environment as well as reduce the long term maintenance cost. The change order amount is \$17,500 and will be covered by the current project total budget.

Mr. Presnal also reported that the State of Massachusetts House Ways and Means has proposed a supplemental budget which may affect the District budget and could mean increased revenue especially for regional transportation.

## **IX. SUB COMMITTEES AND LIAISONS**

### Subcommittee Assignments

- a. Negotiations: T. Locke, C. Berry, J. Schantz – The next meeting is scheduled for 10/28/2019.
- b. Finance: J. Boldyga, T. Locke, J. Houle – The next meeting scheduled for 10/24/2019 at 9:00 am.
- c. L.P.V.E.C. Bd. Governors: K. Boyer - no report
- d. L.P.V.E.C. Bd. Directors: J. Houle - has not met yet but Executive Director Andy Churchill has announced that he is leaving LPVEC

- e. Policy: C. Berry, K. Boyer, J. Schantz – Jon Schantz reported that the subcommittee met and reviewed the Policy process as well as some of the policies that need updating including: Meals Charge; Sexual Harassment; AED; Graduation Requirements; Substitute Teaching; and Bullying Policy
- f. Buildings and Grounds: J. Houle – Will meet at 4:00 p.m. prior to the next school committee meeting
- g. Transportation: T. Locke, J. Boldyga, K. Boyer – next meeting scheduled 11/15/2019

#### Liaison Assignments

- a. Curriculum & Instruction (ILT): P. Petschke, J. Boldyga, C. Berry – no report
- b. Wellness: T. Locke - Superintendent Willard reported that the committee met and discussed vaccinations and religious exemptions.
- c. SPED Liaison: P. Petschke – no report
- d. Technology: P. Petschke, J. Schantz – no report
- e. Southwick Capital Committee: C. Berry - no report
- f. Southwick 250<sup>th</sup>: C Berry – Ms. Berry reported that banners are being sold and will be displayed on College Highway.
- g. Legislative Liaison: rotating attendance at MASC meetings

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

None

#### **XI. COMMITTEE DISCUSSION**

- A. Old Business
  - None

- B. New Business

Ms. Petschke asked when MCAS results would be sent home. Ms. McLaughlin reported that they would go home on Friday, October 18, 2019.

#### **XII. EXECUTIVE SESSION**

At 6:51 p.m. a motion was made to go into Executive session and not reconvene in open session.

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

Motion by Petschke, seconded by Berry 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 6:51 p.m. Ms. Petschke was excused in advance of the discussion of Unit A Negotiations.

Unit A Negotiations

At 7:25 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 Theodore Locke being present and all voting individually and unanimously, the motion passes.

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

Meeting adjourned at 7:25 p.m.

Respectfully Submitted,



Chelsea Berry, Secretary

**XIII. STAFFING**

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

- Agenda for the October 15, 2019 meeting
- Minutes for October 1, 2019 meeting
- Letter from Longmeadow Public Schools dated October 3, 2019
- Letter from Department of Treasury Internal Revenue Service dated 9/6/2019
- SRS Fundraiser Application and Approval Forms
- SRS in Italy April 2021 Trip Proposal
- Powder Mill School Site Strategic Plan
- 2019/2020 Home Education Proposals
- MIIA Health Benefits Trust Renewal Proposal 1/1/2020 – 12/31/2020