



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

DATE: Tuesday, December 10, 2019

TIME: 5:00 P.M. Regular Session

Executive Session to Follow Regular Session

LOCATION: Southwick Town Hall Auditorium

Southwick Town Hall, 454 College Highway, Southwick, MA 01077

\*\*\*NOTE LOCATION and TIME\*\*\*

### 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 (5:00 p.m.)

##### A. Attendance

The meeting was called to order by Mr. Houle at 5:00 p.m.

The Following were present:

School Committee:	<input checked="" type="checkbox"/> Jeffrey Houle, Chairperson, Southwick
	<input checked="" type="checkbox"/> Pamela Petschke, Vice Chairperson, Granville
	<input checked="" type="checkbox"/> Theodore Locke, Tolland
	<input checked="" type="checkbox"/> Jessica Boldyga, Southwick
	<input checked="" type="checkbox"/> Chelsea Berry, Secretary, Southwick
	<input checked="" type="checkbox"/> Jonathan Schantz, Southwick
	<input type="checkbox"/> Open, 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"/> Houle, Gabrielle and Coviello, Amelia
News Media:	<input checked="" type="checkbox"/> Westfield Evening News
Observers:	<input checked="" type="checkbox"/> <u>Approximately 4</u>

##### B. Opening Ceremony - none

##### C. Secretary's Report

11/17/2019 Meeting Minutes Accepted

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

##### D. Warrants - circulated

##### E. Correspondence

NEASC Letter dated December 6, 2019

Superintendent Willard reported that the New England Association of Schools and Colleges (NEASC) sent a letter indicating that they had reviewed a recent progress report and the letter commend the processed that Southwick Regional School had put into place. She stated that the letter was good news in the NEASC review process.

Wreaths Across America email dated December 9, 2019

Superintendent Willard reported on an email from Assistant Principal Michael Pescitelli about the Wreaths Across America fundraising efforts. She reported that the idea to participate first came about during a Superintendent lunch with students in the Spring of 2019 where Clare Hanna stated to Superintendent Willard and Mr. Pescitelli a desire to have SRS participate in the event. Clare worked with Mr. Pescitelli and the students raised \$3000 which would provide for 200 wreaths to be donated and placed at the Veterans Ceremony.

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

None

### III. STUDENT ADVISORY REPORT

Gabrielle Houle and Amelia Coviello reported that 11/1/2019 ended first term with report cards following; NHS induction took place and was followed by a pot luck dinner; SRS Drama Club presented the Play Almost Maine; School Counseling organized Gear Up for College in which over 90 acceptances were issued; Ms. Lecrenski was named and honored as School Counselor of the year; a field trip to a Broadway play is planned for 12/11/2019 and the trip departure has been adjusted in anticipation of inclement weather; chorus sang at a Springfield Thunderbirds game; Health Careers Club is collecting donations of new hygiene products to be donated to local shelter, the NHS toy drive met needs of over 100 children, the NHS volleyball tournament was successful; Breakfast of Champions was held at SRS and is a new tradition to recognize students for honor roll, perfect attendance and academic achievements, Breakfast of Champions included all students 7-12 and SRS Alum Ali Scharman was a guest speaker; the 2020 musical has been announced and will be Newsies; Prior to winter break, SRS will hold a Winter Olympics spirit event.

### IV. EDUCATIONAL PRESENTATION

Southwick Regional School, Student Awards Recognition

Superintendent Willard Jen recognized Nicholas Spangolo, his participation at the 32nd Annual Worcester Polytechnic Institute Invitational Mathematics Meet on October 15, 2019. At this meet, Nick was the top scorer on his four-person team from Southwick Regional School. His top score earned him a \$1,000 scholarship to WPI.

Superintendent Willard also recognized Alina and Anastasia Antropova, both who earned the National Merit Scholarship Program Letter of Commendation for outstanding performance on the Preliminary SAT/National Merit Scholarship Qualifying Test in 2018.

Woodland School Site Strategic Plan, Kimberley Saso, Principal, Woodland School

Mrs. Saso took the Committee through the Strategic Objectives for Woodland School and highlighted the work being done in each area of:

Engaged Learning – Work includes professional development days with Mike Flynn (Mt. Holyoke), noticing a difference with the teachers who participated in summer courses so working on a schedule during upcoming collaboration days for catching up the teachers that missed the summer work.

Shared Educational Leadership – Includes the administrator PLC meetings and further defining the Woodland CARES program

Instructional Technology – Includes iPad pilot which is currently being deployed. Work is ongoing to see what the technology pilot will look like, and what are the students' true needs.

Guaranteed and Viable Curriculum –

MCAS Data Overview for Powder Mill School, Erin Fahey Carrier, Principal, Powder Mill School

Ms. Fahey Carrier took the committee through her presentation and talked about testing scores of the overall Powder Mill School and how they compare to the State

She talked about reasons that may contribute to the lower than expected scores, some of which might include changes to the MCAS test over each of the past three years as they move from the legacy test to the MCAS 2.0. She spoke to the Math scores which are low but showing growth. She also showed another way that her team is looking at data by student cohort, to try and identify need areas for students. Student cohorts look at the performance of the student's year over year, as opposed to the State method of comparing grade-level performance year over year.

Ms. Fahey Carrier reviewed some of the steps being taken to look at ways to improve scores and instruction together. She informed the committee that data is being evaluated in multiple ways and that continuous reflection on instructional practices is ongoing.

Ms. Berry asked, with a 90 minute ELA block, how long is the Math block? Ms. Fahey Carrier responded that the Math block is also 90 minutes.

Mr. Shantz inquired if the use of data is happening at all the schools and Ms. Willard responded that it is a move that the District is adopting and that at SRS it is more difficult because the data assessments aren't as readily available. Jon Shantz Ms. Petschke praised Ms. Fahey Carrier for her ability to understand, evaluate and summarize data and then use it to inform instruction.

Mr. Schantz recommended Tableau as a data software tool that the District may want to investigate.



## V. POLICIES

### 1<sup>st</sup> Reading revised JF School Admissions

Policy subcommittee proposes a revision to replace the old version, which still references Granville Village School. The Committee stated that it is important that the policy language matches the enrollment documentation.

### 1<sup>st</sup> Reading GBEB Staff Conduct

Superintendent Willard stated that STGRSD doesn't currently have this policy but that there is a professional expectation of all staff members that work in the District. Proposed policy comes from MASC.

## VI. ACTION ITEMS

- VII. Approve a Leave of Absence for Paraprofessional to work as a Long Term Substitute

Move to approve a leave of absence for Melissa Sullivan, SRS Paraprofessional, so that she may work as a High School Math Long Term Sub for the time period November 2019-January 2020.

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

- VIII. Approve SRS out-of-state athletics trip for 19/20

Move to approve the Southwick Regional School 19/20 school year out-of-state field trips for the Wrestling Team to attend meets in Bennington, VT and Winsted, CT.

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

- IX. Approve SRS out-of-state field trip for 19/20

Move to approve the Southwick Regional School Spanish Classes 19/20 school year out-of-state field trip to New York Repertoire Theater, New York, NY.

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

- X. Approve PMS out-of-state field trip for 19/20

Move to approve the Powder Mill School Grade 4 19/20 school year out-of-state field trip to the Connecticut Science Center, Hartford, CT.

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

- XI. Approve SRS Fundraiser for 19/20

Move to approve the 19/20 school year Southwick Regional School Fundraiser: Grade 7/8 Student Council Candy Grams to benefit holiday donation.

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

- XII. Rescind Policy JCA Assignment of Students to Schools

Move to rescind the Policy JCA ASSIGNMENT OF STUDENTS TO SCHOOLS.

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

- XIII. Approve one grade 4 School Choice seat for existing student

Move to approve one grade 4 School Choice seat for an existing student beginning with the 19/20 school year.

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

- XIV. Approve Home Education Proposal

Move to approve Home Education proposal HS-1920-35.

Committee inquired about the timing of the application. Superintendent Willard indicated that the student was attending, but the family feels they can meet student needs better at home.

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

XV. Approve Line Item Transfers for FY2020

Move to approve the FY2020 Line Item Transfers as outlined on the attached line item transfer request form dated 12/2/2019.

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

Mr. Presnal reported that these are transfers from Salary reserve account for salaries that were unknown at the time of the budget approval.

XVI. **REPORTS**

A. Superintendent

Superintendent Willard reported that the Tiered Focused Monitoring, DESE Audit for Civil Rights and SPED had taken place on Monday, December 9, 2019. As part of that review, over 100 documents were uploaded to DESE and on December 9, 2019, two DESE representatives were on site to make observations and interview staff and administration. At the end of the day, an exit interview was held and the tone was very positive on the District initiatives of PBIS, inclusion, Unified Sports, DLE Programs, and teacher feelings of empowerment. A draft report would be released soon, with final report being issued in the Spring. After receipt of the final report, a presentation will be made to the Committee outlining the results.

B. Director of Finance and Operations

Mr. Presnal reported that the Budget Roundtable was held on November 21 and was attended by all three Towns. In the coming weeks, the budget development process will begin in earnest.

XVII. **SUB COMMITTEES AND LIAISONS**

Subcommittee Assignments

- a. Negotiations: T. Locke, C. Berry, J. Schantz – Waiting on a date for Teacher Mediation. Ms. McLaughlin will follow up with Attorney Dupere
- b. Finance: J. Boldyga, T. Locke, J. Houle – The subcommittee may change its upcoming meeting time to Tuesday, December 17, 2019 at 4:00 p.m. to meet with Rich Sullivan. Mr. Presnal will confirm and contact Committee.
- c. L.P.V.E.C. Bd. Governors: TBD
- d. L.P.V.E.C. Bd. Directors: J. Houle - No report.
- e. Policy: C. Berry, J. Schantz – No report
- f. Buildings and Grounds: J. Houle – next meeting January 7, 2020
- g. Transportation: T. Locke, J. Boldyga, – District to meet with LPVEC, at LPVEC, on Tuesday, December 17, 2019 to discuss outsourcing.

Liaison Assignments

- a. Curriculum & Instruction (ILT): P. Petschke, J. Boldyga, C. Berry – Superintendent Willard reported that ILT looked at some proposals for new science courses at the 9-12 level; alternatives to Physics at the 9<sup>th</sup> grade level; and Math pathway opportunities at the 9-12 level.
- b. Wellness: T. Locke – No report
- c. SPED Liaison: P. Petschke – No report
- d. Technology: P. Petschke, J. Schantz – – No report
- e. Southwick 250<sup>th</sup>: C. Berry – Ms. Berry reported that events are underway and that the SRS chorus and band were at the winter forest and crafts fair. The next event is first night on 12/31/2019. Mr. Presnal reported that he had been in communication with Southwick 250<sup>th</sup> and Southwick Select Board regarding use of Woodland School for the first night event.
- f. Southwick Capital Committee: C. Berry – No report
- g. Legislative Liaison: rotating attendance at MASC meetings

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

Erin Fahey Carrier, Westfield, MA – Ms. Fahey Carrier informed the Committee that Powder Mill School students raised and donated \$1,100.00 to benefit the SRS Wreaths Across America.



**XIX. COMMITTEE DISCUSSION**

- A. Old Business - None
- B. New Business None

Mr. Houle announced that the next meeting he would be providing a holiday dinner to the attendees. The dinner would take place during the meeting.

Ms. Berry reported that she and Mr. Turmel had attended the first meeting of the Adolescent Sleep Study at Longmeadow Public Schools. She said that there were only a few District's represented.

**XX. EXECUTIVE SESSION – None**

To follow Regular Session

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.

UFCW Negotiations; Unit A Negotiations

**XXI. ADJOURNMENT**

At 6:15 p.m., a motion was made to adjourn the meeting.

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

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

Meeting adjourned at 6:15 p.m.

Respectfully Submitted,



Chelsea Berry, Secretary

**XXII. STAFFING**

Appointments

Clark-Yvon, Leslie	PMS LTS, Grade 6 Teacher	1/2/2020
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Resignations

Daley, Tara	PMS Grade 6 Teacher	12/31/2019
DeGray, Laura	Transportation	12/24/2019

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

- Agenda for the December 10, 2019 meeting
- Minutes for November 21, 2019 meeting
- NEASC Letter Dated December 6, 2019
- Email from Michael Pescitelli dated December 9, 2019
- Woodland School Site Strategic Plan for 19/20
- MCAS Data Overview Powder Mill School
- JF School Admissions
- GBEB Staff Conduct
- Request for Leave of Absence
- Paraprofessional Contract, Article XX – Leaves of Absence
- Email dated 11/26/2019 from Athletic Director for out-of-state wrestling request
- Field Trip Request Form for Spanish trip to NYC Repertorio Theater
- Email dated 12/4/2019 from Grade 4 teacher requesting out-of-state field trip
- Candy Grams Fundraiser Application

- JCA Assignment of Students to Schools
- School Choice Application
- Home Education Proposal
- Operating Budget Line Item Transfer Request Form