



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, March 3, 2020

TIME: 5:30 P.M. Executive Session

6:00 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. EXECUTIVE SESSION (5:30 p.m.)

At 5:31 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, Theodore Locke, Jessica Boldyga, Jonathan Schantz and Maria Seddon present and all voting individually and unanimously, the motion passes.

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

- ☐ 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; Unit A Negotiations; Clerical Negotiations; Cafeteria Negotiations; Paraprofessional Negotiations; Custodial Negotiations

At 6:15 p.m. a motion was made to adjourn Executive session and return to open session. With the members Jeffrey Houle, Pamela Petschke, Chelsea Berry, Theodore Locke, Jessica Boldyga, Jonathan Schantz and Maria Seddon all voting individually and unanimously, the motion passes.

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

II. ROUTINE (6:00 p.m.)

A. Attendance

The meeting was called to order by Mr. Houle at 6:15 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 checked="" type="checkbox"/> | Maria Seddon, Southwick (exited at 7:29 p.m.) |
| 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 type="checkbox"/> | Amelia Coviello, Gabrielle Houle |
| News Media: | <input checked="" type="checkbox"/> | |
| Observers: | <input checked="" type="checkbox"/> | <u>Approximately 4</u> |

B. Opening Ceremony - none

C. Secretary's Report –

2/25/2020 Meeting Minutes Accepted with copy edits incorporated.

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

D. Warrants - circulating

E. Correspondence – none

Superintendent Willard reported on a memo forwarded from Town of Southwick Treasurer, Michelle Hill. The memo stated that municipal meetings are not to be held on upcoming election dates. The upcoming March 31,

2020 School Committee meeting will conflict with those dates. That meeting will instead be held on Tuesday March 24, 2020 with regular session at 5:30 p.m. - no executive session.

The May 12, 2020 date does not conflict with School Committee meetings. During the summer retreat meeting, when the calendar is set for the year, the Committee will consider September 1, 2020 and November 3, 2020.

III. PUBLIC COMMENT – excluding personnel issues

none

IV. STUDENT ADVISORY REPORT

None

V. EDUCATIONAL PRESENTATION

- A. Powder Mill School Reading and Math Data Presentation, Erin Fahey-Carrier, Powder Mill School Principal
Ms. Fahey Carrier presented to the Committee the Powder Mill School (PMS) data on mid-year progress in math and ELA.

Beginning with ELA, during the presentation, she highlighted the September 2019 to January 2020 PMS data. The data showed movement from below grade level to meeting (at grade level). She concluded that the PMS admin team feels good about where the students currently are. She stated that the data allows the team to identify students who are struggling, or stalled, and work with teachers to provide support.

Ms. Fahey Carrier explained that Grade 5 has the new i-Ready diagnostic test but data wasn't first obtained until December and that is currently the only data set. Support for students is identified by Tier. Tier 1 is all students at grade level or above, Tier 2 and 3 require additional support. The i-Ready tool shows vocabulary as a weaker skill than anticipated and therefore teachers are focusing on addition of supports for decoding vocabulary.

The Grade 6 data revealed a larger number of students at Tier 2 and 3 than expected. Vocabulary is again an area of weakness and supports are being added.

Committee members requested an update on the data at the end of the year, with the addition of the % of students.

Ms. Petschke asked when, during the school day, does the progress monitor happen. Ms. Fahey Carrier explained that ELA testing occurs during the ELA block.

Mr. Schantz asked what is being done for the students who are on the higher end of the success spectrum. Ms. Fahey Carrier explained that those students receive enrichment and challenge activities.

Ms. Fahey Carrier explained that i-REady is currently in pilot with grades 5 and 6 and staff feedback is positive. The program could be extended down to Grades 3&4, based on feedback from staff feedback at the end of the year.

Ms. Fahey Carrier then moved on to review the Math data. She explained that with the new Math initiative, the team is still working on the best way to benchmark students. The PMS team is currently using two methods to benchmark student progress:

- A. Screener at the beginning of the year: oral test individually – at least 20 minutes per student. Laborious but good information because you are speaking directly with the students.
- B. Unit Benchmarks District Assessments – standard question given to all students and will use this to inform instruction. Might do reteach and then check back with exit tickets.

Ms. Boldyga thanked Ms. Fahey Carrier for providing a greater understanding of what is happening and feels that i-Ready has been a good investment for the District.

- B. Tiered Focused Monitoring Results Review, Noell Somers, Director of Special Education, Jenny Sullivan, Director of Curriculum and Instruction

Ms. Somers explained that the final report was received by the District for the recent Tiered Focused Monitoring, previously called Coordinated program review. She explained that the review examined Universal Standards in both Special Education and Civil Rights. In Special Education, of 11 areas, all were reviewed as “implemented”.

Ms. Sullivan reported that under Civil Rights, of 17 indicators, 15 were fully implemented and 2 were partially implemented. She summarized the two indicators that were identified as “partially implemented”

- A. In Student handbooks codes of conduct sections for discipline were outlined but were not labeled “for 504/ students with IEP.”
- B. In the area of Student Discipline, District procedures met the requirements but the letters sent home from three different schools were not uniform and didn’t document time for parents to attend a hearing. Erin Fahey Carrier has some documents that she used previously and those will be shared with the other buildings.

In response to the findings, an Action Plan is due March 26, 2020 and the District will meet the deadline. Going forward, the review cycle will continue and both Ms. Somers and Ms. Sullivan are optimistic that STGRSD will be on track.

The Committee thanked both Ms. Somers and Ms. Sullivan for their work and the successful report.

- C. Student Opportunity Act Report Presentation, Jennifer Willard, Superintendent, Jenny Sullivan, Director of Curriculum and Instruction

Ms. Willard reported that the State of Massachusetts Student Opportunity Act was recently passed and that funding requires that every district in the state write a plan on what the District would do to close achievement gaps. STGRSD is not a District that has a high percentage of the subgroups by which funding is allocated, and is therefore not as greatly impacted as other Districts. STGRSD looked at a subgroups that could close the gap and, based on recent teacher feedback meetings, recommend the best use of the funds is to support educators in implementing high-quality, aligned curriculum and Research-based early literacy programs in pre-k and early elementary grades.

Ms. Sullivan reported that these two initiatives fit nicely in to the existing plans. Ms. Sullivan also explained that the plan would be posted on the District website and families would be invited to provide feedback in person on March 9, 2020 and through email.

Ms. Petschke stated that she likes what is being done in supporting educators to implement curriculum and is a direction she likes seeing the district moving in.

VI. POLICIES

3rd Reading JFABD: Homeless Students: Enrollment Rights and Services – no comments

3rd Reading JFABE: Educational Opportunities for Military Children – no comments

3rd Reading JFABF: Educational Opportunities for Children in Foster Care – no comments

3rd Reading JLCA: Health Requirements – no comments

1st Reading JKAA Physical Restraint – Superintendent Willard reported that updates are needed to the restraint of students policy to remove procedures and match State law. Ms. Willard explained that physical restraint is a last resort with students and that District staff is trained to use de-escalation strategies first and then restraint.

VII. ACTION ITEMS

- A. Approve Home Education

Move to approve Home Education proposal HS-1920-36 – HS1920-37.

Ms. Willard explained that is a family who is new to the district.

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

- B. Accept policies JFABD, JFABE, JFABF, JCLA

Move to approve the revised policy JFABD: Homeless Students: Enrollment Rights and Services

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

Move to approve the policy JFABE: Educational Opportunities for Military Children.

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

Move to approve the policy JFABF: Educational Opportunities for Children in Foster Care.

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

Move to approve the revised policy JLCA: Health Requirements.

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

- C. Accept agreement between the Southwick-Tolland-Granville Regional Schools and Transit Division United Food and Commercial Workers Union Local 15459 for the period 9/1/2019 – 8/31/2020.

Move to Accept agreement between the Southwick-Tolland-Granville Regional Schools and Transit Division United Food and Commercial Workers Union Local 1459 for the period 9/1/2019 – 8/31/2020.

Mr. Presnal stated that the motion should be revised to Local “1459”, number is incorrect. Committee agrees to revision.

Ms Petschke asked why the delay in signing. Ms. Willard reminded the Committed that the delay was due to pending arbitration and then a ratification delay by the union. The District didn’t receive signed copy until late February.

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

- D. Accept the settlement agreement by and between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association, Inc.

Move to accept the settlement agreement by and between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association, Inc. for the contract period 8/25/2019 – 8/24/2022.

Revised motion – for correct term of 8/25/2019 – 8/24/2020

Ms. Petschke asked what this document is. Mr. Houle explained that the settlement agreement outlines the changes to the contract.

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

- E. Accept the agreement by and between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association, Inc.

Move to accept the agreement by and between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association, Inc. for the contract period 8/25/2020 – 8/24/2022.

Committee agreed to table this until signed copy is received by the District.

VIII. REPORTS

A. Superintendent

Conference Attendance;

Ms. Willard reported on her attendance at the AASA conference in San Diego, CA

Ms. Willard listed all of the sessions that she attended and a brief summary of the discussions:

- Proximity Learning – remote teaching capabilities; options for Rural school districts or maternity leave, etc. – taught by a teacher with video conferencing. Paraprofessional would facilitate classroom time.
- Superintendent Stress – Suggestions and Solutions
Superintendent Stress is Chronic. Only other group of people with more stress is mental patients.

48% of attendees polled said they had considered leaving the profession. Primary stress is connectivity due to cell phone and superintendent on call 24/7. To manage stress, Superintendent's need to set expectations at the beginning of the school year.

- Using Social Media to Support District Mission
- Strengthening Early Childhood Learning
- Leading in trauma informed and social emotional learning.
- Keynote – Linda Darling Hammond – Personalization of Education, Science behind how students learn.
Think about what the best and wisest parent wants for their child and that is what the community wants for their own kids.
- Female Superintendents in Rural Schools – Gateway RSD was there
Prepare students for interconnectedness in the rural schools. Considerations for families who don't have access to broadband. Hard to get a global perspective to these schools.
- Social Emotional Learning topic of conference closing speaker.

Ms. Willard thanked Committee for allowing her to attend the conference. There were several other Superintendents from Massachusetts.

SROs with Granville and Tolland SRO

Ms. Willard reported that she met jointly with the police departments of all three towns, Southwick, Tolland and Granville. Each town is interested in having a resource officer in the schools. The Southwick MOU was sent to Tolland and Granville as a starting point for MOUs with those two towns. Once feedback is received from the Towns and a draft is completed, the MOUs will come to the committee.

Ms. Willard reported that she attended Westfield State University's Career Planning Day for graduating students who intend to enter education. Ms. Willard presented "Cover Letters and Resumes" to 125 graduating students and participated in mock interviews.

B. Director of Finance and Operations

Mr. Presnal reported that he has continued working on the Budget for FY201 and that as part of the approval process in March, the Committee will see detailed the final budget and summary 7-10 days prior to the vote on March 24. He noted that changes are still being made to budget as news is coming out on different topics, including MA recommendations on Medicaid reimbursement.

School Nutrition

Mr. Presnal reported that recent menu changes have caused some concerns from the community which had been reported by visitors to social media. He stated that the District had not received a single phone call to central office or to school nutrition. The School Nutrition department did receive one email from a parent who was concerned about options and nutritional value of the foods.

Ms. Petschke ask what the changes are. Mr. Presnal reported that fresh salad had been removed, as well as meal choices that aren't selling in response to the financial challenges faced by the school nutrition department. Using the data from the point of sales to drive decisions.

Mr. Schantz asked if the District is still meeting nutritional standards. Mr. Presnal reported yes, the foods meet the nutritional standards. Mr. Presnal emphasized that the USDA requires the District to provide food for free and reduced students. But to be reimbursed, they have to meet nutritional standards.

Mr. Presnal reiterated that the menu changes are intended to address financial deficits and increase sales.

IX. SUB COMMITTEES AND LIAISONS

Subcommittee Assignments

Negotiations: Locke, Berry, Schantz – Ms. Berry reported that the subcommittee had just met and discussed negotiations for clerical, custodial, paraprofessionals and cafeteria workers.

Finance: Boldyga, Locke, Houle – meeting scheduled for 3/19

L.P.V.E.C. Bd. Directors: Petschke – Ms. Petschke reported that a meeting was held last Wednesday and the board discussed the open position, the posting just closed, and also who will sit on the subcommittee and the interview process.

L.P.V.E.C. Bd. Governors: Houle – Mr. Houle reported that a meeting was held last Wednesday and the board discussed potential to expand transportation and the capital improvements at collaborative which include elevators and portable classroom use; accepted the financial report .

Policy: Schantz, Berry, Seddon – Ms. Berry reported that the subcommittee discussed the revised policy on Physical restraint. The next policy subcommittee is scheduled to be held before the 3/17/2020 meeting in Granville. Scheduled: 4:30 Policy Subcommittee, 5:30 Executive Session, 6:00 Regular Session, 7:00 State of the Schools

Buildings and Grounds: Houle – Mr. Houle reported that the subcommittee had just met prior to the Committee meeting to review capital issues: including the hot water system in PMS which the Buildings&Grounds Supervisor is looking to fix now; Woodland sidewalk, entrance only; Mr. Presnal will make a recommendation on capital from FinCom; Playground finishing – sidewalk safety surface extension, final grading of grass seeds, wiring for AED.; Woodland gym acoustic surveys.

Transportation: Locke, Boldyga – no report

Liaison Assignments

(ILT): Petschke, Boldyga, Berry - ILT

Wellness Liaison: Locke

SPED Liaison: Petschke

Technology: Petschke, Schantz

Southwick Capital Committee: Berry – Ms. Berry reported that there have been two meetings and voting tomorrow on recommendations.

Southwick 250th : Berry -

Legislative Liaison: Rotating attendance at MASC

X. PUBLIC COMMENT – excluding personnel issues - none

XI. COMMITTEE DISCUSSION

A. Old Business

B. New Business

Mr. Schantz asked if teacher assignments for the upcoming year could be communicated to families earlier to relieve stress by students. Ms. Willard reported that the meet and greet with the classroom teachers at WS and PMS are scheduled to happen again prior to the 20/21 school year.

Ms. Boldyga asked if there is a way to communicate to parents when changes are made to the school bus drivers.

XII. ADJOURNMENT

At 8:04 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 8:04 p.m.

Respectfully Submitted,



Chelsea Berry, Secretary

XIII. STAFFING

Appointments

| | | |
|-----------------------|----------------------|-----------|
| Roberts, Danielle | SRS Paraprofessional | 3/2/2020 |
| Senser, Maegan | Transportation | 1/21/2020 |
| Cekovsky, Christopher | Transportation | 3/2/2020 |

Resignations

| | | |
|------------------|----------------------|-----------|
| Aylward, Brianna | SRS Paraprofessional | 1/21/2020 |
| Lepak, Dawn | Transportation&Café. | 1/30/2020 |

Retirements

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

- Agenda for the March 3, 2020
- Woodland School Letter Parents RE: Parent drop off/pick up parking location
- Minutes for February 25, 2020 meeting
- Memo from Commonwealth of Massachusetts regarding Public hearings and meetings on primary or Election Day
- JFABD: Homeless Students: Enrollment Rights and Services
- JFABE: Educational Opportunities for Military Children
- JFABF: Educational Opportunities for Children in Foster Care
- JLCA: Health Requirements
- JKAA: Physical Restraint
- Southwick-Tolland-Granville Regional School District, Tiered Focused Monitoring Report, Final Report February 14, 2020.
- Southwick-Tolland-Granville Regional Schools Student Opportunity Plan: SY 2021-2023
- Home Education Proposals
- Agreement between the Southwick-Tolland-Granville Regional School Schools and Transit Division United Food and Commercial Workers Union Local 1459 for the period 9/1/2019 – 8/31/2020.
- Settlement agreement between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Associations, Inc. for the contract period 8/25/2019-8/24/2022.
- Agreement between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Associations, Inc. for the contract period 8/25/2019-8/24/2022.